Login and Password Change Instructions:


2. **I know my login information and am ready to login:**
   - If you know your credentials, you can login in with your email and password by entering the correct information. Then proceed to Membership Renewal Instructions below.

3. **I don’t know my login information:**
   - If you are not sure of your password, enter your email address in the email address field.
   - Click on the link beside *Forgot Your Password* to have the password sent to your email address.
   - Once you have received the new password, use it to login with your email address.
   - If you want to retain this password, proceed to Membership Renewal Instructions below.
4. **I need to change my password:**
   - Once you know your credentials, enter your email address and password into the applicable field.
   - Before you click the button to *Sign In To Account*, check the box that states *Edit Account After Logon*.
   - From here, you will be able to edit your account and change the password.
   - Please note, fields marked with an asterisk are required.
   - From here, click the *Save Changes* button.
Instructions to Renew VPPPA Membership:

1. After logging in, you will see your site’s details and can renew your site’s membership.
2. Click on *Renew Site Membership* in the “options” section above the company information area.

3. Next, you will see the membership order. For more details on the order, such as the membership type, click on the *View Order* option.

4. From here, click *Pay Order*. 
5. Select the card type and enter payment details.

6. Once the payment details have been entered, click Submit. You will receive a confirmation via email.