## How to create a pin if you don't have an email address or request a new pin if you do have an email address

Using the Kiosk in the Clubhouse:

Start at point 4 below

## Using your computer:

- 1. Go to our Club website <a href="https://www.clsgolfclub.co.uk/">https://www.clsgolfclub.co.uk/</a>
- 2. Select Members / IG Member Login



3. On the next screen, click on 'here':



4. Click on 'Create or change your pin number' at the bottom (in blue)

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			Welcome t	o Chester Le Stree	t Golf Club			
			Login: PIN Number:	Keen me logged in until Llogout				
			c	LOGIN	<b>17</b>			
					ι.			

5. If you don't have an email recorded with us: Enter the details requested (they need to be as they are in our Club's database). And then click: 'Create Pin Number'.

		+ COURSE STATUS
HOME LOGIN BOOK A TEE TIME DIARY	CHESTER LE STREET GOLF CLUB	BACK TO CLUB WEBSITE
Welcome to Chester Le Street Golf	Club	
To reset or generate a new PIN to access Chester Le Street Gol: and your date of birth below to confirm your identity and reset	f Club, you must have a valid membership number. your PIN.	Please enter your membership number, postcode
Membership Number		
Date of birth (dd-mm-yyyy) dd mm yyyy		
Postcode		
CREATE PIN NUMBER CANCEL		
Password Reset Request		
If we already have details of your email address, then you may current account, or the email address is used for more than on us directly.	be able to reset your PIN by entering your email ac e account, for example a husband and wife, you wo	ldress below. If however you don't have a valid n't get any acknowledgment and will have to contact

Email Address:

REQUEST NEW PIN

If you **DO have an email address** and need to reset your pin number, enter your email address at the bottom of the screen (picture above) and click on 'request new pin'. You will get an email with a link to enter a pin of your choosing.

6. Enter a pin of your choosing (4 digits) and click 'update pin number'. It is important that this is going to be a pin you won't forget, as it is needed each time you enter a competition score in the club kiosk.



## PIN Management: Hilda Rose

To update your PIN number, please enter it in the box below. It must be at least 4 numbers long, and cannot consist of all the same number, e.g. 5555, or be something trivial such as 1234.

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UPDATE PIN NUMBE	R	UPDATE