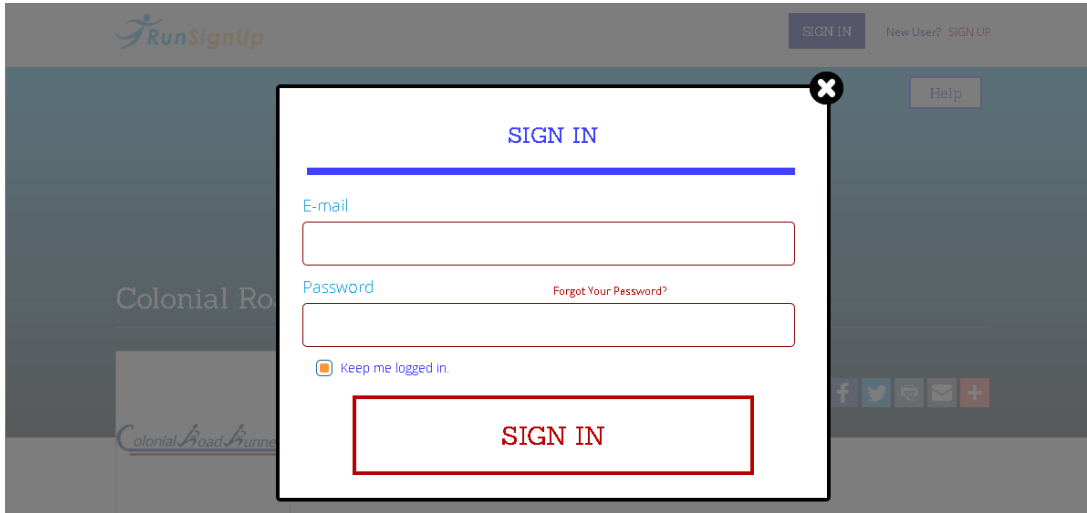


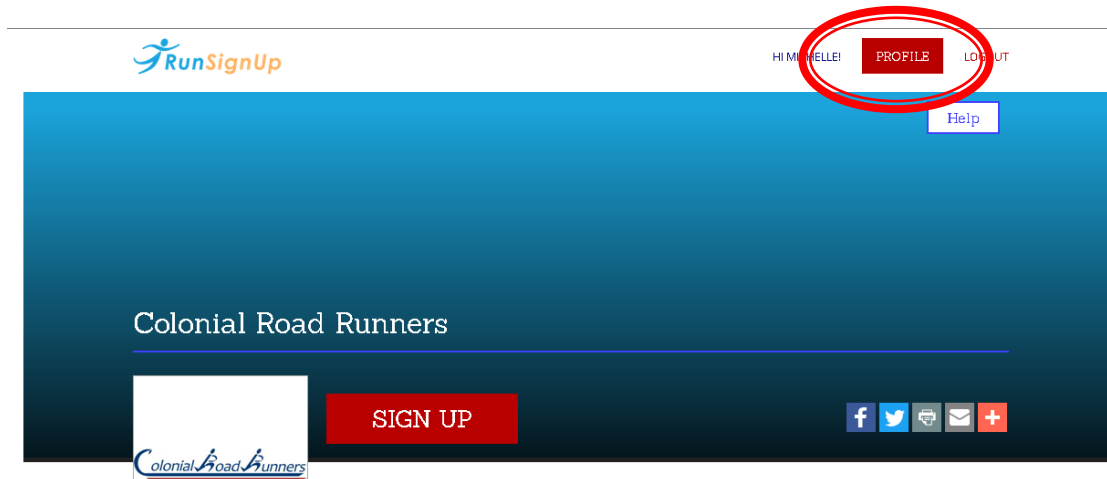
## Managing your Colonial Membership Account

1. Go to <http://www.runsignup.com/colonialrunners> or access this link from our website
2. Click on “Sign In”.
3. Enter your email address and password. If you forgot your password, you can reset it from here.

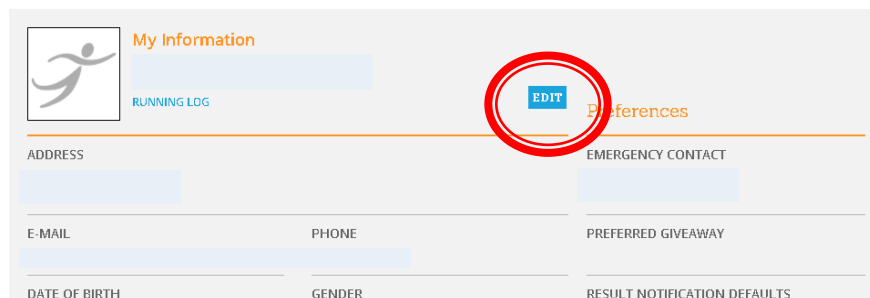


A screenshot of the RunSignUp website's sign-in interface. A white modal window titled "SIGN IN" is centered on the page. It contains two input fields: "E-mail" and "Password". To the right of the password field is a link that says "Forgot Your Password?". Below the password field is a checkbox labeled "Keep me logged in." At the bottom of the modal is a large red "SIGN IN" button. The background shows the RunSignUp logo and navigation links like "SIGN IN" and "New User? SIGN UP".

4. Once you are logged in, click on the red PROFILE button at the top right

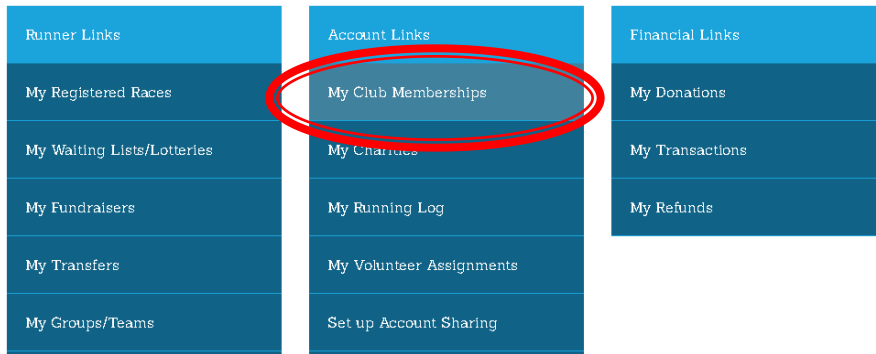


5. From here, you can edit any of your membership info – i.e. phone number, address or email by clicking the blue EDIT button.

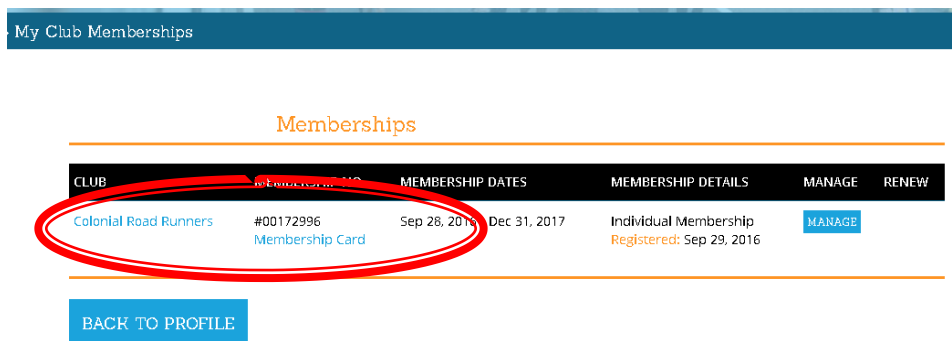


A screenshot of the "My Information" page in the RunSignUp user interface. The page is divided into two main sections: "My Information" and "Preferences". The "My Information" section contains fields for "ADDRESS", "E-MAIL", "PHONE", "DATE OF BIRTH", and "GENDER". The "Preferences" section contains fields for "EMERGENCY CONTACT", "PREFERRED GIVEAWAY", and "RESULT NOTIFICATION DEFAULTS". A blue "EDIT" button is circled in red, located between the two sections.

6. To print your membership card, scroll to the bottom of the page, and click on “My Club Memberships”



7. Click on “Membership Card” to print a copy of your membership card.



8. If you click on the “Colonial Road Runners” link, it will bring you back to the home page. From there, you can access member-only resources, including the Member Discounts page.

