

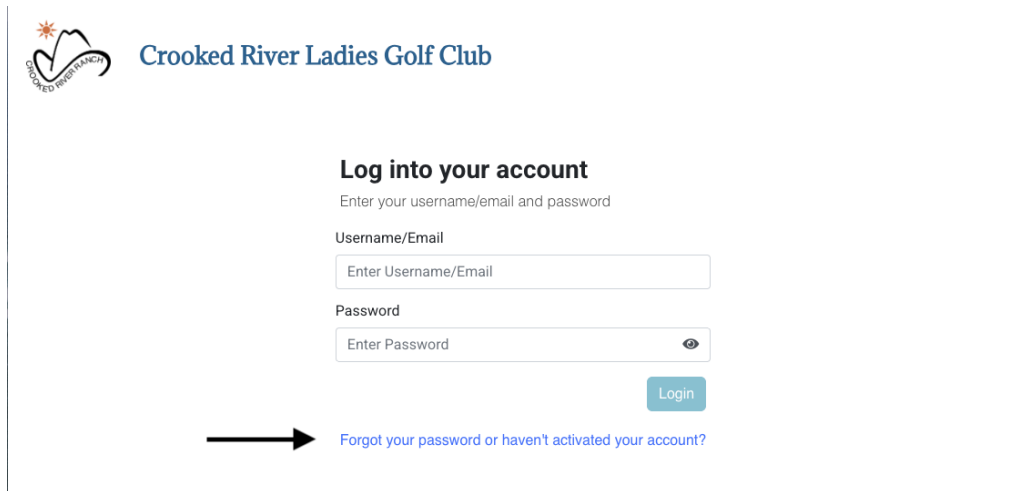
How to Create a memberplanet profile if paying via offline cash or check

The following steps are for the **Member**:

1. Open the web link to the **'Member Login'** page (in a browser) sent to you by your club leader

Tip: Bookmark or save this page for future use!

2. Click on the link: **'Forgot your password or haven't activated your account?'**



 **Crooked River Ladies Golf Club**

Log into your account
Enter your username/email and password

Username/Email

Password

→ [Forgot your password or haven't activated your account?](#)

3. Enter your email address (that you use for your GHIN account) in the text box under **'Verify Your Account'**



Crooked River Ladies Golf Club

Verify Your Account

Enter your email/username

kshimizu@oga.org

[Go Back](#)

[Submit](#)

Note: If you are a new member, provide your club leader with an email address for your GHIN account

4. Click **'Submit'**
5. Check your email inbox for a 6-digit verification code

Note: If you do not see an email containing the verification code, please check your spam and/or junk folders as well

One Time Code



○ Crooked River Ranch Ladies Golf Club <no-reply@mem...

Today at 2:53 PM

To: ● Kaylee Shimizu

Verification code

Hi Kaylee,

A request for a verification code has been triggered. To complete the account verification process, enter this code when prompted:

668099

If you did not trigger this verification code, please ignore this message.
This code will expire in 15 minutes.

6. Enter the 6-digit verification code

7. Create a password you would like to use for your memberplanet profile

Note: Your password must be at least 12 characters long



Crooked River Ladies Golf Club

Verify Your Account

Please check your email inbox for a security code from memberplanet and enter it in the field below, then choose a password to continue.

Enter Code

123456

Enter a password for your account

crookedriverranchladiesgolfclub

[Go Back](#)

[Submit](#)

8. Click **'Submit'**

9. Success! You have now created your member profile (*please note this is only for those that pay via cash/check. If you joined through the online dashboard, your profile will be created automatically for you*)