Create Account on www.sonsofamvets.org

- 1. Go to <u>www.sonsofamvets.org</u>
- 2. Scroll to the bottom of the page.
- 3. Click on the line "Create new account". This line is directly below the User Login Username and Password input boxes".
- 4. Enter the requested information.
- 5. In the Membership Info tab, please make sure you enter:
 - a. Squadron state the state in which your squadron is located.
 - b. Department the department to which you belong.
 - c. Squadron Number please enter just the NUMBER of the squadron to which you belong.
 - d. Dept Squadron please enter the Department 2 letter code followed by a dash and followed by your Squadron number. In my case, I belong to the Florida Department, Squadron 893. So in my case, I would enter FL-893. A list of squadron will appear. Please click on your squadron number.
- 6. Fill out the remaining information.
- 7. The system will notify the web master of new account.
- 8. Once we have enabled you request, we will notify you via e-mail. At that time, we will also tell you what your temporary password is.
- 9. When you first login, you can change your password by clicking on the "My account" in the top right hand corner of the home page.

Dennis Solis National Web Master