

Instructions for creating a new account:

**(Please write down your password and keep it in a safe place)**

1. Click on **“login”** in the upper right hand corner of the page
2. Select **“I would like to create and account”** under the login information
3. Enter all information for the main account holder first
4. Click **“Save & Continue”** when completed
5. Click **“Add New Member”** and enter information for the next person in your family until you have completed you family account

NOTE: If you have registered with us in the past, please enter the email you had on your account and click on **“I forgot or don't know my password”**. A temporary password will be emailed to that address immediately. Once you are logged in, click **“Account”** at the top of the page to review and edit your account information. In case you don't get and email immediately (after 5 to 10 minutes) please call (503) 657-8273 for assistance. Office hours are 8 AM to 7:30 PM, Monday – Friday.