

# Instructions to Access your FOH Membership Details & Digital Membership Card

- Click on the hyperlink to go to the Friends of Hazelhurst Membership Portal. <https://webmanager.friendsofhazelhurst.org/members/login>



## Friends Of Hazelhurst Membership Management Portal

A screenshot of the login page. At the top, it says 'Please log in'. Below that are two input fields: 'Your username or email address' and 'Password'. A 'Login' button is positioned below the password field. At the bottom of the form, there is a link: 'If you forgot your password or this is the first time you are trying to log in, click here.'

Version: **V2.0.4** - 02/01/2021

© 2014 - 2021 Friends of Hazelhurst

Developed by [Apptastic](#)

- Click on the white text to set up your Password. Follow the instructions.
- Back at the membership portal type in your email address & password & login.
- You will be directed to your record in the database.
- Depending on your device you will see the options for downloading & saving your digital card.
- If you have an Apple device, such as an iPhone, iPad, or iPod you can add the FOH Digital Membership card to your wallet. You can then retrieve your membership card by opening the wallet application on your device.
- If you have an Android (Samsung mobile phone, you need to install the [Pass Wallet](#) application from the Google PlayStore first - once you have successfully installed it, you can then add the FOH Digital Membership card to your wallet on your phone.
- If you prefer a non-digital version of your membership card, you can download the PDF card & print it at home.
- Depending on your device you will either store & display on your device or print a hard copy.
- There is a link where you can view & edit your member details if necessary.
- The logout link is on the top of the page.