



## SURFING WA WEBSITE INSTRUCTIONS SETTING UP AN EXISTING PROFILE

If you have ever used your email address to enter an event or a program via [surfingwa.com.au](http://surfingwa.com.au), you may be receiving the message that your 'Email already exists'.

All you need to do is hit the 'Forgot Password' link, located just below the blue Login button.

When you click the Forgot Password link, the next page will allow you to enter your email address and get the system to send you a link to update/recover your password.

When you click on that email link, the 'Change your password' page appears like this:

A screenshot of a web form titled "Change your password". The form is set against a background image of a beach with waves. It contains two input fields: the first is labeled "\* New password" and the second is labeled "\* Confirm your new password". Below the first input field is a grey message box stating "New password must be at least 8 characters". Below the second input field is a blue button labeled "Change my password". At the bottom of the form, there are two links: "Log in" and "Create a profile".

If you are prompted with a red message saying '**You have to confirm your email address before continuing**', you will automatically be sent an email asking you to click a link to verify your email address.

Once you receive this email and click on the link, you will see this in your web browser.

Your email address has been successfully confirmed.