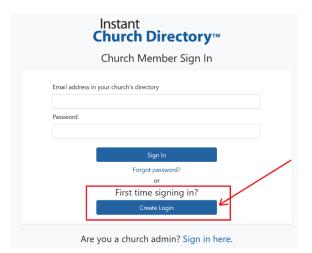




## ONLINE MEMBER DIRECTORY LOGIN INSTRUCTIONS.

## First time signing into the Online Directory or Mobile App?

- 1. Go to members.InstantChurchDirectory.com
- **2.** Click on the **Create Login** button under: First time signing in?
- 3. Enter the email address as it is listed in the family portion of the directory.
- 4. Create a password. The password must be 8 characters long and contain at least two of the following special characters: capital letters, numbers or symbols.
- 5. Retype the password to confirm it and click **Request** Login.



- 6. Check your inbox for an email from service@instantchurchdirectory.com.
- 7. To complete the sign-up process, you will need to verify your email address by clicking on the link sent to you in that email.
- 8. Once you confirm your email, you may sign at members.InstantChurchDirectory.com.

Your email with the password you created will work on all the Instant Church Directory apps on any device

## Already logged into the Mobile App?

- 1. Go to members.InstantChurchDirectory.com
- 2. Enter your email address listed in the directory and your unique member password.
- 3. Click Sign In.