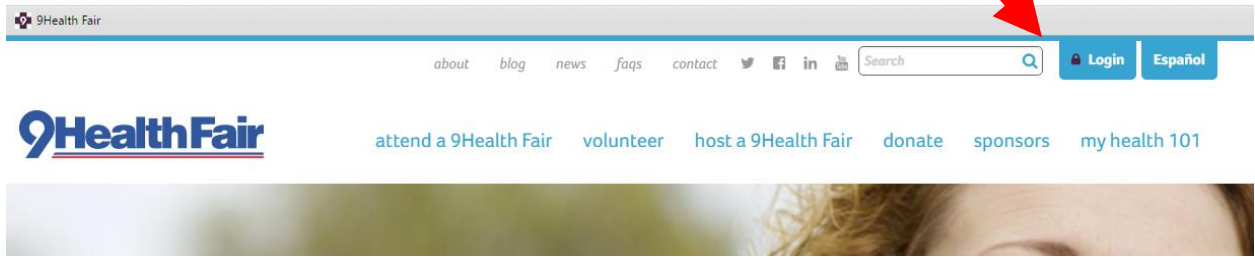


## Forgot Password Instructions

1. If you forgot your password, go to [www.9healthfair.org](http://www.9healthfair.org)
2. Click "Login" in the upper right corner of the page



3. Click on "Forgot Your Password"

A screenshot of the login form. It features two input fields: 'Email' and 'Password'. Below these fields is a checkbox labeled 'Remember Me'. To the right of the 'Remember Me' checkbox is a red arrow pointing to the 'Forgot Your Password?' link. Below the 'Remember Me' checkbox is a dark purple 'Login' button. At the bottom right of the form area, there is a link that says 'Need help? Contact us.'



4. You will be prompted to enter your e mail address- **use the email address you used to create your account.**

A screenshot of the password reset form. It consists of a single input field labeled 'Email' and a dark purple button labeled 'Send Password Reset Link' positioned below the input field.

5. You will receive an e mail (**IMPORTANT CHECK YOUR JUNK/CLUTTER/SPAM FOLDER AS IT MAY GO THERE**)

6. Follow the link by clicking on "Password Reset"

## Your Password Reset Link

 **9Health Fair** <no-reply@9healthfair.org>  
to me 

Hello,

A password reset has been submitted for your account. If you did not submit this request, please notify us.

Click here to reset your password: [Password Reset](#). This link will expire in 1 hour.

Thank you,  
9Health Fair Client Services



7. You will now be prompted to enter your information- **Remember that your password must have a number and a symbol (!@#%) to be accepted.**

*E-Mail Address*

*Password*

*Confirm Password*

**Reset Password**

If you have any questions or concerns, please contact 9Health Fair Staff at 303-698-4455 or 9HF@9healthfair.org