



## CREATING A MYROTARY ACCOUNT AT ROTARY INTERNATIONAL WEBSITE

While anyone can access the Rotary International website, members of Rotary are able to learn more detailed information including his/her contributions to the Rotary Foundation, information on Gary Rotary, and information on our Rotary District. To do this a member needs to register, or create an account on the website. Here is how you do it:

To gain maximum use of the Rotary International website, each Rotarian must create an account with Rotary. With this account you will be able to view your Rotary profile, as well as check your contributions to the Rotary Foundation. Here are the steps to do this.

1. Go to [www.rotary.org](http://www.rotary.org), go to "For Members" and click on **My Rotary** or click on **My Rotary** where ever you see it.
2. Click on **Sign In/Register**.
3. If you are a first time user, click on **Create account**.
4. Fill in the Account registration information and click on **Continue**. If club number is requested we are club #3359. Our District is 6540.
5. You will be informed that an e-mail has been sent to you.
6. Check your email for the address you provided in step 5. You will receive a message which will ask you to click on the blue link to finalize the process.
7. Fill in all the mandatory information and click on **Create account**.
8. When the screen refreshes you will be given information describing what you can do with the MyRotary account. After reading, click on **Continue**.

If you are not a first time user, after step 2, just enter your email address and password and click on **Sign In**.