



Royal Kingston Curling Club

Lost Password – Retrieving a New One

1. Click the **Forgot Login?** button under the **Member Login** section.
2. Check the **Lost Password** checkbox.
3. Enter your **RKCC Username**
4. Enter your **E-mail Address** that is stored in the RKCC database
5. Click the **Send Password** button

6. You should receive an email with a new system-generated password. Use this to login.

Subject: Royal Kingston Curling Club - New password for: Jane_Doe

Your New Password is: ShhCiEflW5ab

7. You can now follow the **“How can I change my password?”** instructions to set your password to something that will be more easily remembered.