**Member Extranet
Logging In and Getting Started**
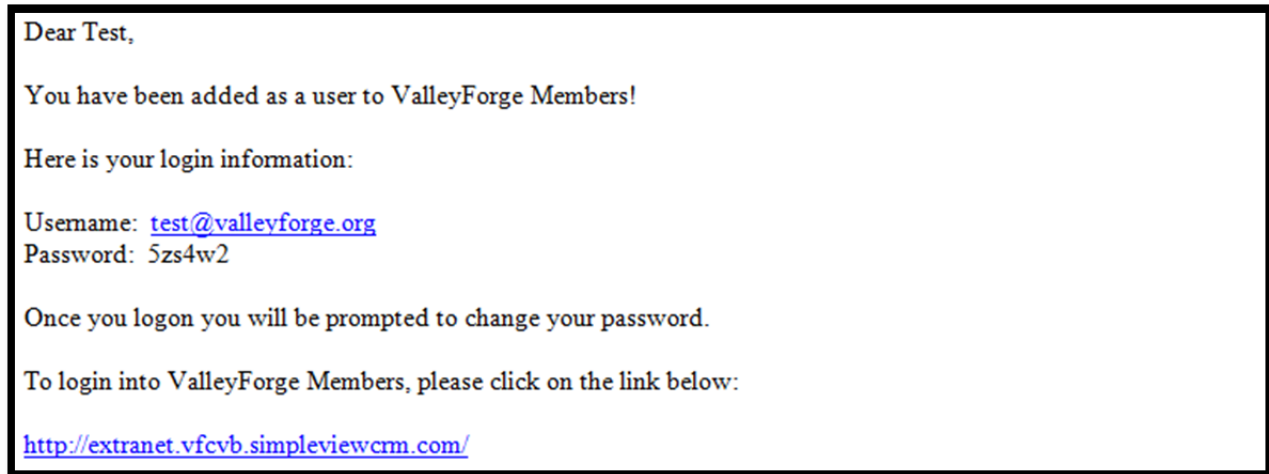
http://www.valleyforge.org/extranet

Section I - Logging In and Getting Started

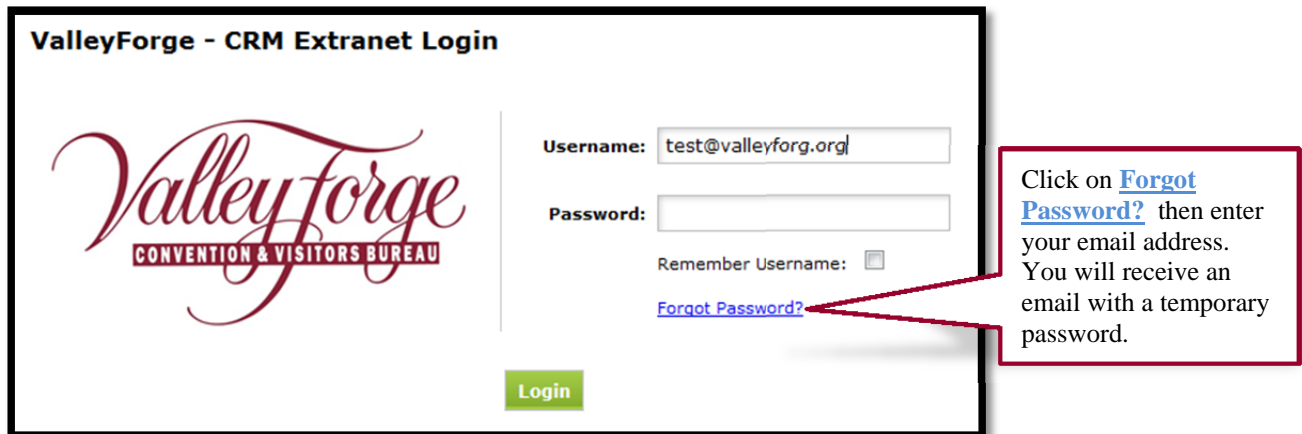(First time or after a password reset)**:**

Members will receive an email similar to the one shown below from the Membership Staff. The **username** will always be the email address used for communication between the members and Valley Forge CVB. A **temporary password** will be assigned, but it is required that you change this password the first time logging in or after a password reset.

The web address is provided within the email. - **http://extranet.vfcvb.simpleviewcrm.com/** or
http://www.valleyforge.org/extranet

Dear Test,

You have been added as a user to ValleyForge Members!

Here is your login information:

Username: test@valleyforge.org
Password: 5zs4w2

Once you logon you will be prompted to change your password.

To login into ValleyForge Members, please click on the link below:

http://extranet.vfcvb.simpleviewcrm.com/

Copy and Paste the link above or click on it to bring up the web site on your browser. You will be taken to the login screen.

1. Enter your email address as the Username.
2. Enter your temporary password provided in the email.

ValleyForge - CRM Extranet Login

Username: test@valleyforg.org

Password:

Remember Username: ☐

Forgot Password?

Login

Click on **Forgot Password?** then enter your email address. You will receive an email with a temporary password.

After logging in, a change of password is required on a following screen. This will become your **permanent password**.

NOTE: If there is still an issue with logging in, please contact the Membership Staff (See **FAQs**).