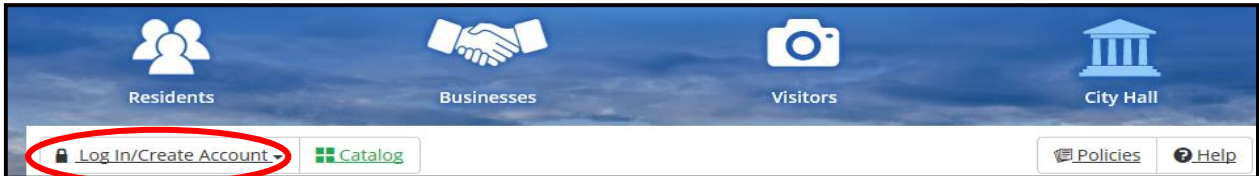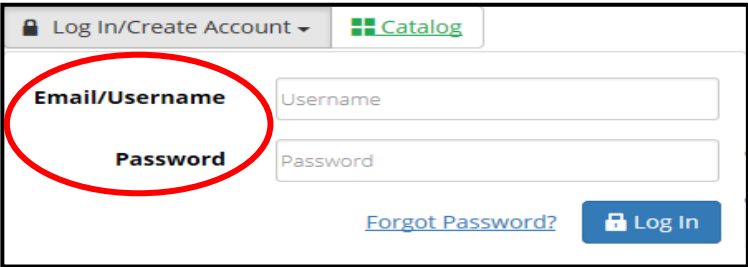## City of SANTA CLARITA
Volunteers

How to Add a New Family Member to your Account
(New member = spouse, children, dependents)

Go to
www.SantaClaritaVolunteers.com ➞ ♡ Volunteer

1. Click **LOGIN** ➞ **Enter email/password**

| Residents | Businesses | Visitors | City Hall |

🔒 Log In/Create Account ▾   ∷ Catalog   🗐 Policies   ❓ Help

🔒 Log In/Create Account ▾   ∷ Catalog

Email/Username   Username
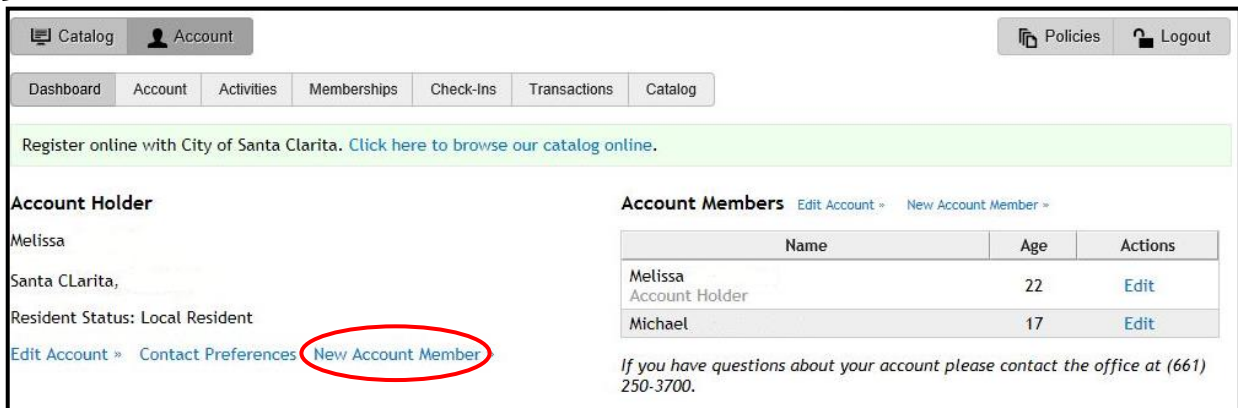
Password   Password

Forgot Password?   🔒 Log In

2. Click **ACCOUNT**

| Residents | Businesses | Visitors | City Hall |

∷ Catalog   👤 Account   f Connect   🗐 Policies   ❓ Help   🔓 Log Out

3. Click **NEW ACCOUNT MEMBER**

🗐 Catalog   👤 Account   🗐 Policies   🔒 Logout

Dashboard | Account | Activities | Memberships | Check-Ins | Transactions | Catalog

Register online with City of Santa Clarita. Click here to browse our catalog online.

Account Holder

Melissa

Santa CLarita,

Resident Status: Local Resident

Edit Account »   Contact Preferences   New Account Member »

Account Members   Edit Account »   New Account Member »

Name	Age	Actions
Melissa Account Holder	22	Edit
Michael	17	Edit

If you have questions about your account please contact the office at (661) 250-3700.

4. On the next screen, enter the information for the new account member, just as you did for yourself when you created your account. Remember to ==click **SAVE**== at the end of each page.

✋ ***YOU'RE NOT DONE!*** *After adding your family members, **log back in and sign up to volunteer** for **each** opportunity you and/or your family members are interested in.*