



## Website Login Instructions

Woodland Hills Country Club encourages members to login to its website to view account statements, use the member directory, and navigate member-only information pages. Please use the following instructions to login to the website.

### WEBSITE LOGIN: (password already established)



**Member Login**

Username  
Username

Password  
Password

Keep Me Logged In

**LOGIN**

*If you have previously logged into the website and have established a password, please visit [woodlandhillsc.org](http://woodlandhillsc.org) and click on the login button at the top right of the website. You can also visit [woodlandhillsc.org/about-us/login](http://woodlandhillsc.org/about-us/login) to reach the login page.*

*Enter your username and password established to gain access to the website.*

*If you have never logged into the website, or have forgotten your password, or need your username, please continue to next section.*

## NEW MEMBER LOGIN: (or have never logged in)

### MEMBER LOGIN

Username:

Password:

Remember me

[Forgot Username?](#) | [Forgot Password?](#)

1. If you are a new member, or have never logged into the website, please bypass the main website and visit [woodlandhillsc.org/about-us/login](http://woodlandhillsc.org/about-us/login) to get to the login portal shown on the left.

Click "**Forgot Password**"

2. You will need to enter your username and preferred email address that we have on file for you. Your username is your first letter of your first name and your last name. (ex. John Smith = jsmith)

### MEMBER PASSWORD RESET

Please enter your Username and E-mail Address that is listed in your account profile.

You will then receive an email that includes a link for you to reset your password.

Username:

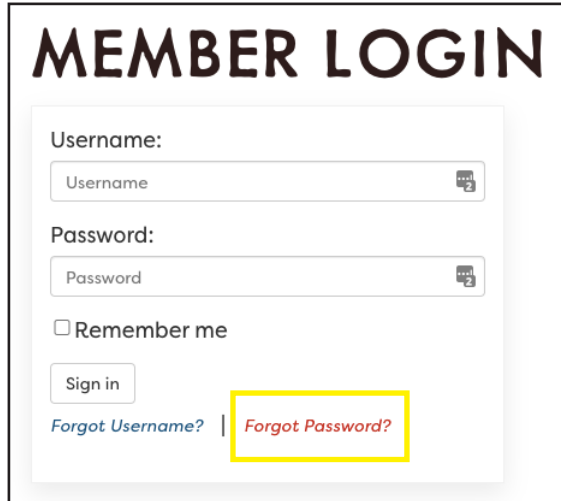
Email Address:

[Return to Login](#) | [Forgot Username?](#)

3. Please click "Send Password Reset" to have a password reset email sent to your email address on file. Check SPAM if you do not see it in your inbox as it's coming from a third-party website.

4. Create and establish a secure password. Once created, return to the login screen to use your username and new password to login into the website.

# FORGOT PASSWORD:



**MEMBER LOGIN**

Username:  
Username

Password:  
Password

Remember me

Sign in

[Forgot Username?](#) | [Forgot Password?](#)

1. If you have forgotten your password and know your username and email address, please bypass the main website and visit [woodlandhillsc.org/about-us/login](http://woodlandhillsc.org/about-us/login) to get to the login portal shown on the left.

Click **“Forgot Password”**

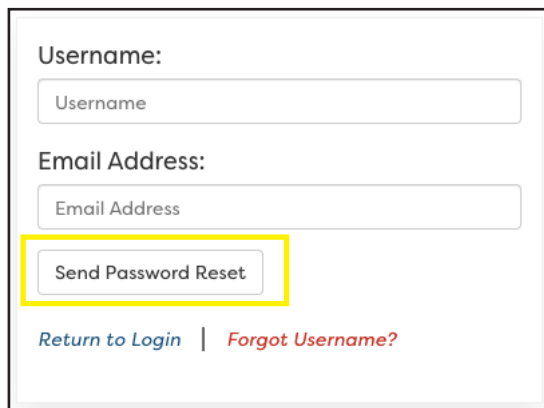
2. Please enter your username and preferred email address that we have on file for you. Your username is your first letter of your first name and your last name. (ex. John Smith = jsmith)



**MEMBER PASSWORD RESET**

Please enter your Username and E-mail Address that is listed in your account profile.

You will then receive an email that includes a link for you to reset your password.



Username:  
Username

Email Address:  
Email Address

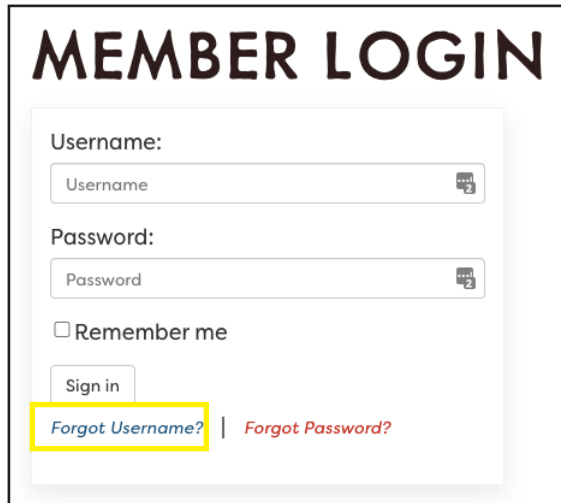
Send Password Reset

[Return to Login](#) | [Forgot Username?](#)

3. Please click **“Send Password Reset”** to have a password reset email sent to your email address on file. Check SPAM if you do not see it in your inbox as it's coming from a third-party website.

4. Create and establish a secure password. Once created, return to the login screen to use your username and new password to login into the website.

## ***FORGOT USERNAME:***



**MEMBER LOGIN**

Username:  
Username

Password:  
Password

Remember me

Sign in

[Forgot Username?](#) | [Forgot Password?](#)

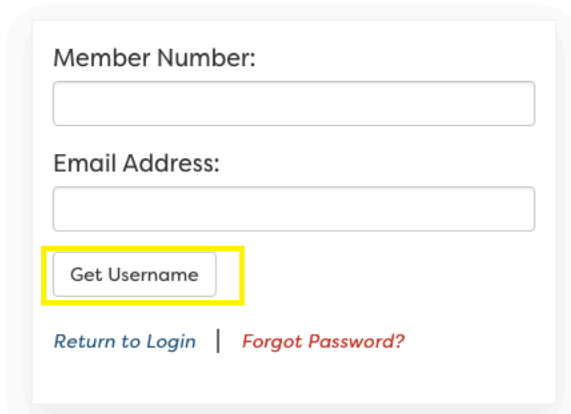
1. If you have forgotten your username and know your member number and email address, please bypass the main website and visit [woodlandhillsc.org/about-us/login](http://woodlandhillsc.org/about-us/login) to get to the login portal shown on the left.

Click **“Forgot Username”**

2. Please enter your email address and full member number that includes the zeros at the start of the member number. (Ex. 030146) If you are the secondary person on the member account, please add a -1 after your username. That is how the website identifies this category of membership. (Ex. 030146-1)

## **MEMBER USERNAME REMINDER**

Please enter your Email and Member Number, then click on the 'Get Username' button.



Member Number:

Email Address:

[Return to Login](#) | [Forgot Password?](#)

3. Please click **“Get Username.”** The system will send you an email that includes your username. Check SPAM if you do not see the email in your inbox. Return to the login page and enter in that username and your password to gain access to the site.

# **TROUBLESHOOTING**

*If you need further assistance, please contact Gregg Matalas, Membership Director, using the information below:*

**Gregg Matalas**

**Phone: 818-928-9984**

**Email: [gregg@woodlandhillsgc.org](mailto:gregg@woodlandhillsgc.org)**

*Membership can assist with username, member number, and email on file. We cannot see or reset your password for members.*

