



## How do I sign up to Passport?

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### Overview

Signing up for a GameDay Passport account is your first step to accessing your organisation's Passport database. In order to be granted access to any Passport database or website, you must have a valid Passport account.

Once you have an account and have been granted access to your platform, Passport becomes your portal to login to manage your members and registrations, manage competitions or enter results and statistics, and access your competition website.

### Step-by-Step

#### Step 1: Register for a Passport Account

Go to the [Passport Login](#) page and click **REGISTER**

#### Step 2: Enter your account details

Complete the mandatory details to create your account. Your **Email Address** will be used as your username to access your Passport products. Click **CREATE MY PASSPORT** once you have completed the details.

**Note:** Your Password must be 8 characters long, contain at least one number, one capital letter, and one special character

#### Step 3: Verify your email address

You will then receive an email confirming that your Passport account has been created. Click the prompt in this email to verify your email address.

#### Step 4: Login to Passport

Once verified, your Passport account will be active and you can then be granted access to your Passport database. You can login to the system by navigating back to the Passport Login page and entering your account credentials.

### Watch & Learn

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