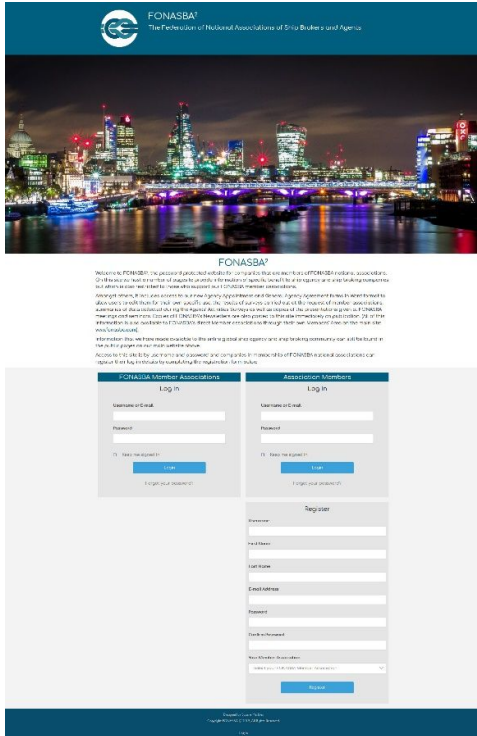


# FONASBA<sup>2</sup> COMPANY LOG-IN INSTRUCTIONS

Access to FONASBA<sup>2</sup> is strictly limited to companies that are bona fide members of FONASBA national associations. Accordingly these instructions must not be made available outside those companies or in the public domain. Registrations to FONASBA<sup>2</sup> will be regularly monitored and any inadmissible applications cancelled.

## INITIAL REGISTRATION:

1. After logging-on at FONASBA<sup>2</sup> at: [www.fonasba2.fonasba.com](http://www.fonasba2.fonasba.com), the registration page will appear.



2. Insert your username (which can be your email address), contact details, email address and password (see below) in the “Register” panel and then select your host member association from the drop down list.
3. The password must be at least of 8 characters, containing at least one number, one uppercase character, one lowercase character, and a special character e.g. asterisk, or brackets etc.
4. Click “Register”. If your registration is successful, you will receive an on-screen notification to confirm.

This facility will only be open for the first three months after FONASBA<sup>2</sup> goes live. If the panel is not visible, contact your member association (details at: [www.fonasba.com/fonasba-member/fonasba-membership-list](http://www.fonasba.com/fonasba-member/fonasba-membership-list)) and they will organise a username and password for you.

## ACCESS AFTER REGISTRATION

Simply enter your username and password in the “Association Members” panel and click “Login”.