Instructions to access the Bremen 1st UMC
Online Directory and Member Information System

1. **Go to: https://secure.accessacs.com/access/memberlogin.aspx?sn=104770**
2. **Where it says "Need a Login? Click Here", you will click on the "click here" link.**

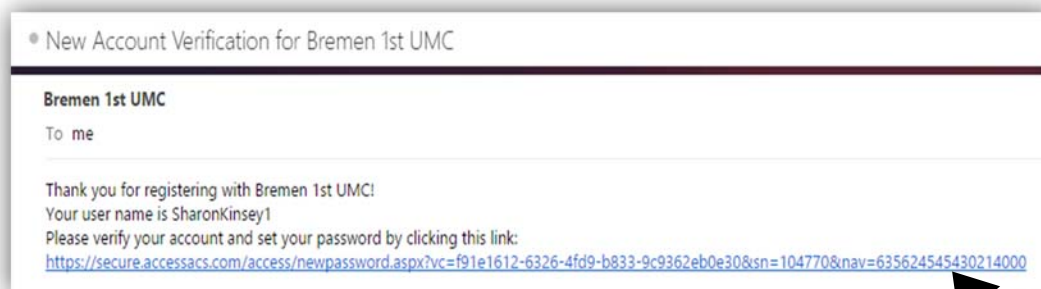3. **Type your e-mail address, first name and last name and click on the "Find me" Button.**

4. If we do not have the email address you entered on file, you will get a message that says "We are unable to locate a record matching the information you provided. Please verify that the information you entered is correct and re-submit. If you cannot register, contact us at 770.537.2672 or send an email to churchoffice@bremen1st.org. We will set you up on the next business day.
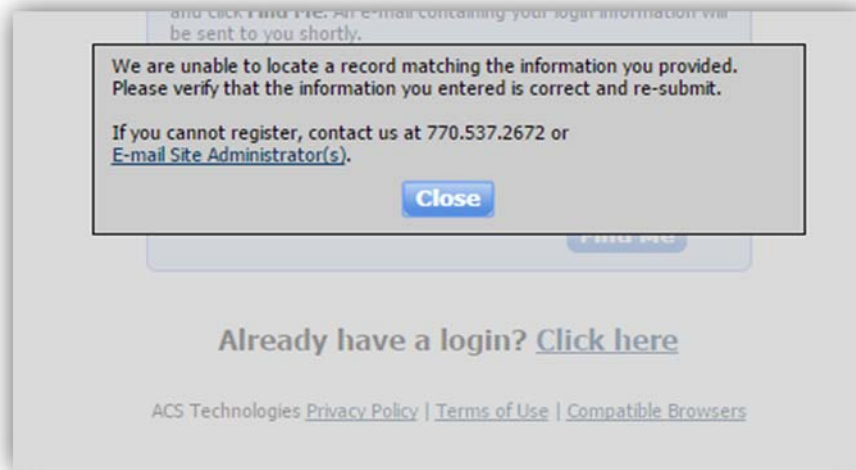
5. If your name and email address is in our system, you will get a message that says "Congratulations! You have successfully set up a member account. Please check your e-mail inbox at *(youremail@youremailhost.com)* for information about your account."
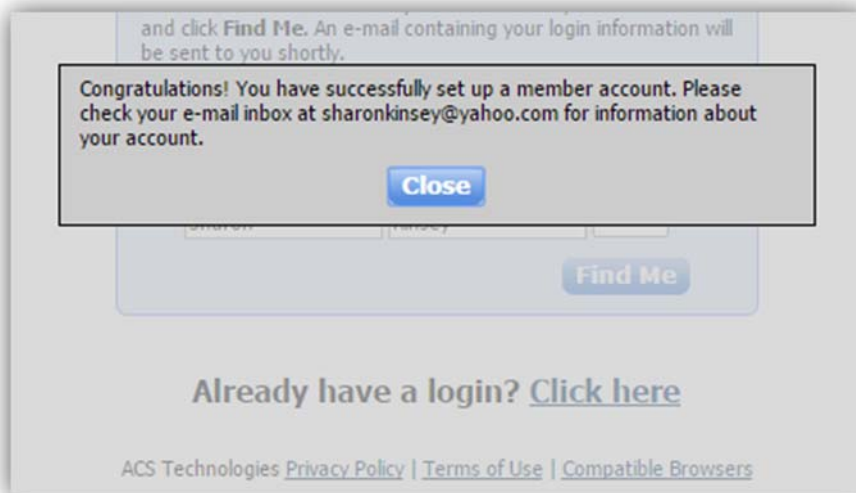
6. An email will be sent to your email address and you will click on the link in the email to verify your account. You will be given a username. Click on the link as directed.

7. **You will type in a password. You will type in your password again to confirm it. Click "Sign In".**

8. You are in!