

## Smithfields HOA Resident and Members Only Access Registration Guide

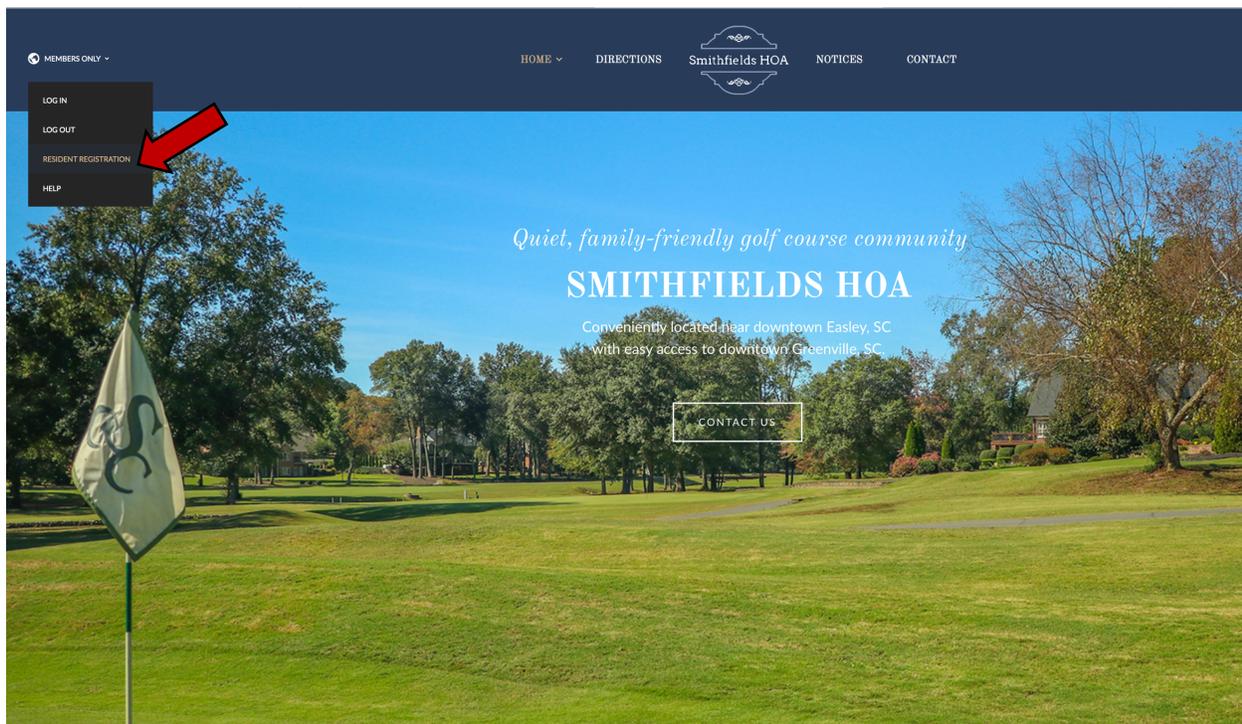
### Resident Registration

The purpose of registering via the [www.SmithfieldsHOA.com](http://www.SmithfieldsHOA.com) website as a resident of the Smithfields Community is to facilitate the maintenance of accurate, up-to-date and resident-managed contact information and to allow the resident to establish a username and password for accessing the password-protected content found in the Members Only Section of the website.

This contact information is protected using server-side security, maintained and guaranteed by the hosting provider.

The Smithfields Home Owners Association uses this information in the performance of its duties and for no other purpose, unless expressly agreed to by the resident.

Resident Registration is accomplished by filling out the online form found on the [www.SmithfieldsHOA.com](http://www.SmithfieldsHOA.com) website, under the drop-down menu in the upper left corner of the home page. See the image, below.



When filling out the form for Resident Registration, phone numbers should be entered without dashes, parenthesis or other characters.

The cell phone number may be listed to allow for text message alerts in addition to the email alerts the Home Owners Association will send out using our **Alert Notification System**.

The cellular carrier is also required if text message alerts are desired.

When establishing your username, entering your email and choosing a password, the following guidelines must be adhered to:

- Usernames may contain **only digits, upper and lowercase letters and underscores**
- Emails must have a valid email format (i.e. *name@domain.com*)
- Passwords must be **at least 6 characters long**
- Passwords **must contain:**
  - At least one uppercase letter (A..Z)
  - At least one lowercase letter (a..z)
  - At least one number (0..9)
- Your password and confirmation must match exactly

**MEMBERS ONLY** | HOME | DIRECTIONS | Smithfields HOA | NOTICES | CONTACT

LOG IN  
LOG OUT  
RESIDENT REGISTRATION  
HELP

### Smithfields HOA Registration System

#### Member Registration

- Usernames may contain only **digits, upper and lowercase letters and underscores - NO SPACES**
- Emails must have a valid email format
- Passwords must be **at least 6 characters long** and **must contain**
  - At least one uppercase letter (A..Z)
  - At least one lowercase letter (a..z)
  - At least one number (0..9)
- Your password and confirmation must match exactly

HOA Member Registration Form [↗](#)

\*First Name... \*Last Name... \*Full Address...

Cell Phone for Text Alerts xxxxxxxxxxxx... Select Cell Provider...

Would you like to receive Alerts and Notifications from Smithfields HOA?  No  Yes

Username, no spaces... Email...

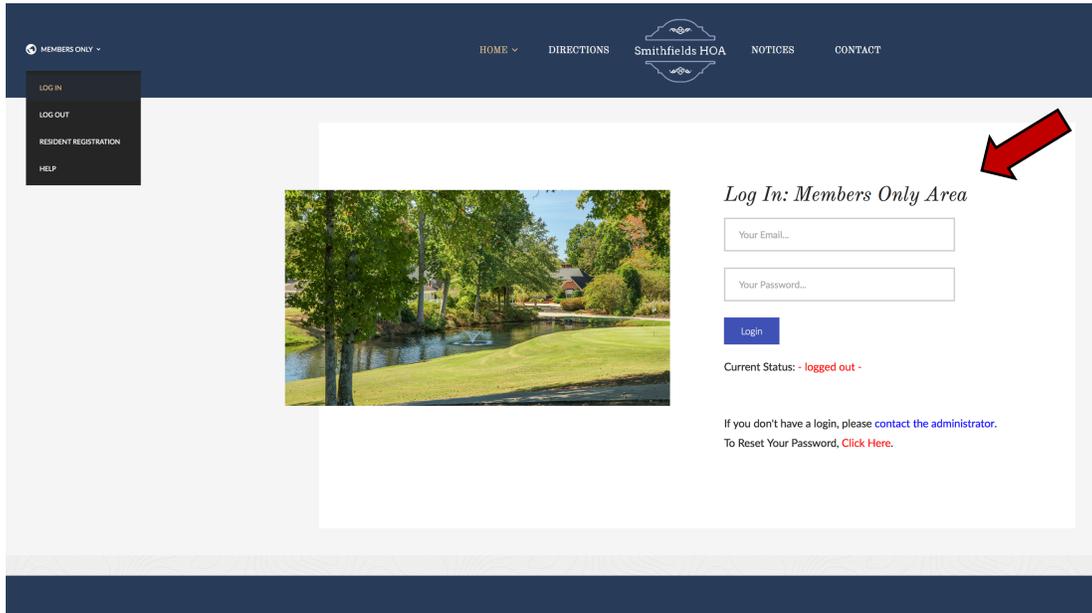
Password, upper and lowercase letters and numbers... Confirm Password...

[+ Register for Access](#)

Open "www.smithfieldshoa.com/secure/includes/memberssecurereg.php" in a new tab

You will also be required to indicate whether you would like to receive alerts and notifications from Smithfields HOA.

Once the form is completed, the green Register for Access button is clicked and the user is taken to the Log In Page for Members Only Access, see below.



Once here, simply enter your email address and password and click on the blue Login button to be taken directly to the Members Only page. Your username is not required for access, but merely as an additional security measure.

The Members Only page includes community-related documents and resources that benefit our residents.

### **The Alert Notification System**

The Smithfields HOA Alert Notification System was designed to allow the Home Owners Association to send emergency alerts to the entire community.

These alerts will be sent in both email and text message format. If you do not want to receive the alerts, simply indicate that during your registration process (see image above).

These emergency alerts and notifications will be utilized in situations in which the community should be notified of such things as suspicious people in the neighborhood, changes to trash pick-up schedules, inclement weather, etc.

We are excited to be able to implement these new and valuable capabilities for the good of our residents and the ongoing improvement of the Smithfields Community.