

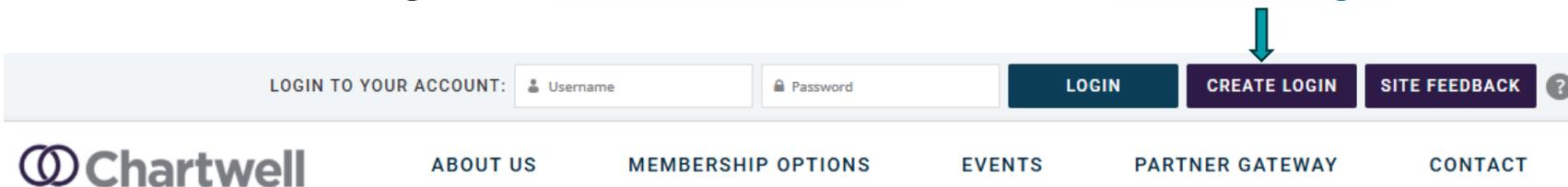


Creating Your Chartwell Website Login

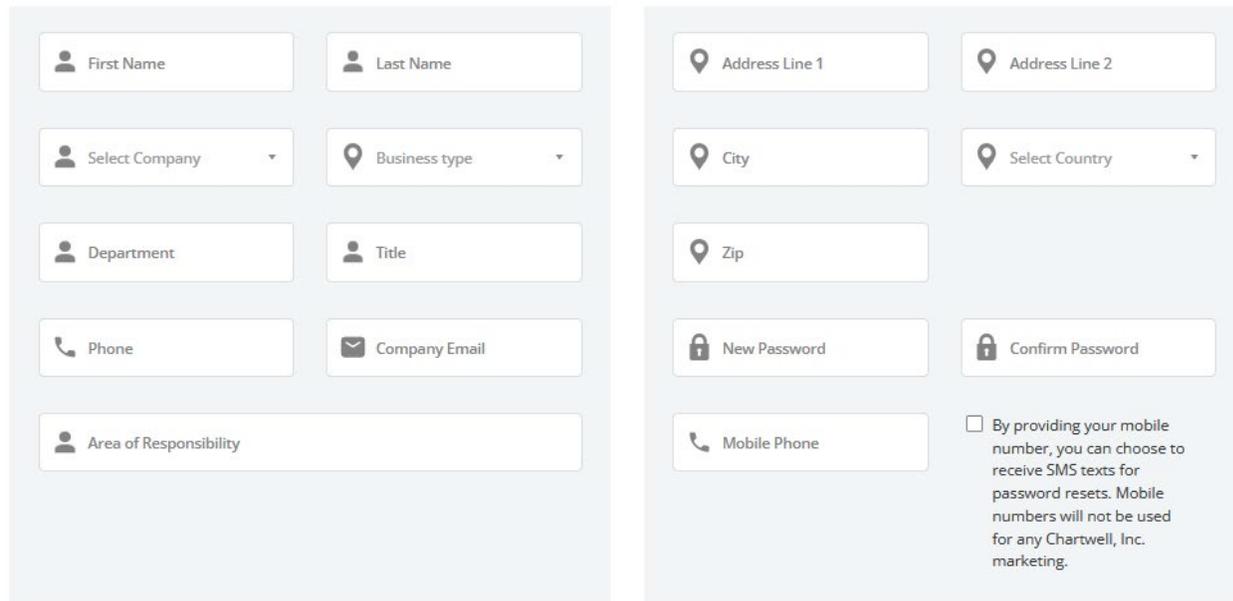
Simple 3-Step Instructions

1. Enter your contact information

To create a new login for chartwellinc.com, click on [Create Login](#) at the top of the page.



Complete your contact information, using your business email, address, and phone.



The image shows a contact information form with the following fields:

- First Name
- Last Name
- Select Company (dropdown)
- Business type (dropdown)
- Department
- Title
- Phone
- Company Email
- Area of Responsibility
- Address Line 1
- Address Line 2
- City
- Select Country (dropdown)
- Zip
- New Password
- Confirm Password
- Mobile Phone

There is a checkbox option: By providing your mobile number, you can choose to receive SMS texts for password resets. Mobile numbers will not be used for any Chartwell, Inc. marketing.

2. Select your topics of interest

Check the appropriate boxes, then click SUBMIT.

Please select your topics of interest:

- Billing & Payment
- Communications & Marketing
- Customer Service/Care
- Digital Experience
- Outage

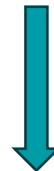
Other

Chartwell Blog

- I would like to subscribe to Chartwell's blog.

Chartwell Email

- I would like to unsubscribe from all Chartwell Marketing emails.
- I have read and agree to the terms of Chartwell's Privacy Policy and EULA



SUBMIT



3. Confirm your registration

Clicking OK will return you to the home page.

Welcome! Your website login has been created.

Please check your email to confirm your registration and activate your login credentials.

Access Note: A website login lets you explore the site. Research downloads are available only with an active subscription.



This is an important step in the process:

Check your inbox for a verification email from

Chartwell Inc. <memberservices@chartwellinc.com>

Click on the email link to confirm your registration:

Someone has requested a registration for the following account:

Site Name: Chartwellinc

Username: *****@*****.com

If this was a mistake, just ignore this email and nothing will happen.

To confirm your registration, visit the following address:

<https://chartwellinc.com/registration/?action=confirm-registration&key=TWVGht6UhR3e08jEn1Ej&login=emctighe%40chartwellinc.com>



4. Your login will be connected within 24 hours

The email link will take you to a login page. This is all you need to do for now!

You will be able to log in, but it could take Chartwell's system up to 24 hours to connect your login with your company's access.

Once your login is activated and you are logged in, you will have full website functionality.

Need assistance? Please email memberservices@chartwellinc.com.

