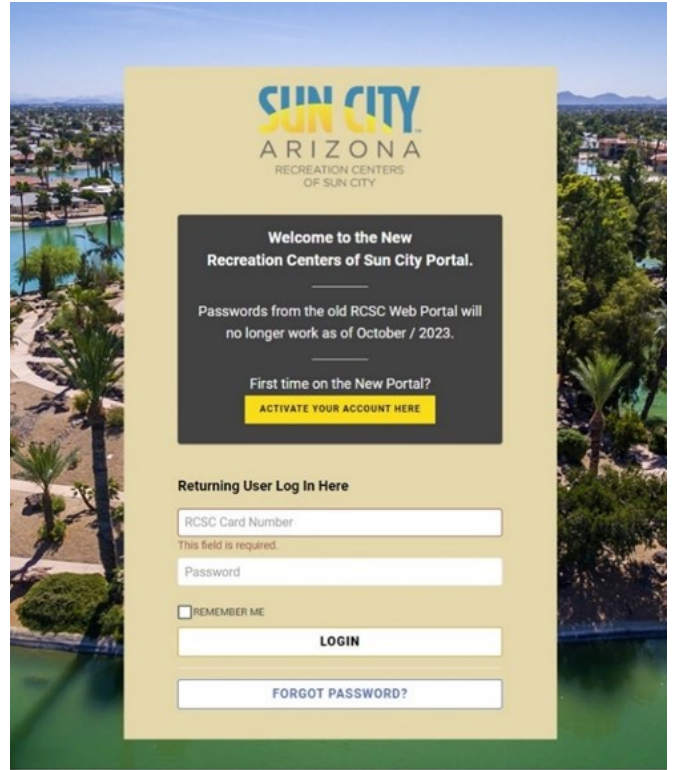


Getting Started on the RCSC Web Portal

To make assessment payments, manage your email subscriptions, book & edit tee times, vote in RCSC Board of Directors Elections and so much more!

1. Notify Cardholder Services of your email address for your RCSC Cardholder number if you do not currently receive RCSC News Email Alerts. To access and use the upgraded RCSC Web Portal, each Member (and each portal account) must have a unique email address. For further assistance (if needed), please email Cardholder Services at members@suncityaz.org.
2. At www.suncityaz.org click on **PORTAL LOGIN** (right side, top of the home page).
3. Click on **ACTIVATE YOUR ACCOUNT HERE** (Yellow Box – see image to the right)



4. Enter your RCSC Member/Card Number and then click “I am not a robot. “ (Image below)

5. Click on “**Send Activation**” and follow further instructions that have been emailed to you to in order to reset your password.

6. You should now have access to the upgraded RCSC Web Portal. If you encounter any problems at this point, please email us at members@suncityaz.org. Staff will research your account and will contact you with additional information.

You're all set to start using the web portal, sign up for RCSC News Email Alerts and more!