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## HOW TO REGISTER FOR MYFPG?

To register for myFPG, the player only needs to be federated, to know their Federation number and to have a valid email address in the Federation.

### Register in myFPG

- Access myFPG at <https://my.fpg.pt/> or through the Portuguese Golf Federation's website <http://portal.fpg.pt/> myFPG 
- Click on *Register*
- Enter your Federation number and click *Register*
- Verify data and *Confirm Registration*
- You will receive an e-mail with a link to reconfirm
- Set and confirm the password for myFPG, select the communication options and accept the conditions
- Click on *Create User*


### Information:

- If there is no email address or if it is no longer active, the player should contact the Home Club or the Federation to insert or update their email address.
- The instructions available under *Help (Register)* include step by step details.

## HOW TO ACCESS MYFPG?

To access myFPG, the player only needs to be registered and to know their Federation number and password.

### Access myFPG

- Access myFPG at <https://my.fpg.pt/> or through the Portuguese Golf Federation's website <http://portal.fpg.pt/> myFPG 
- Click on *Login*
- Insert your Federation number and password
- Can select the option *Remember me*
- Click on *Login*

### Information:

- If password is lost, click on *Recover Password*



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## HOW TO UPDATE PROFILE DATA IN MYFPG?

To update profile data in myFPG, the player only needs to be registered and to know their Federation number and password.

### **Update profile data in myFPG**

- Access myFPG
- Click on *Profile*
- Click on *Edit Profile*
- Update data for:
  - Address
  - Email
  - Telephone
  - Fiscal Number
  - Nationality
  - Communication options
  - Confidentiality of Results
  - Profile Image
  - Request correction of birth date on *Request Correction*
- Click on *Save*

### Information:

- To update any other data, contact the Home Club or the Federation.