

# Instant Church Directory™ Online

## Login Instructions for the Online Member Directory



### Online Member Directory (only available if your church has this feature enabled)

1. Go to [members.InstantChurchDirectory.com](https://members.instantchurchdirectory.com)
2. Click on the link: First time signing in? [Create a login now](#).
3. Enter the email address as it is listed in the family portion of the directory.
4. Create a password. The password must be 8 characters long, and contain at least two of the following special characters: capital letters, numbers or symbols.
5. Retype the password to confirm it and click "Request Login."
6. Check your inbox for an email from [service@instantchurchdirectory.com](mailto:service@instantchurchdirectory.com).
7. To complete the sign-up process, you will need to verify your email address by clicking on the link sent to you in that email.
8. Once you confirm your email, you may sign at [members.InstantChurchDirectory.com](https://members.InstantChurchDirectory.com).

Your email with the password you created will work on all the Instant Church Directory apps on any device.

**Need help signing in? Please see your directory Administrator.**