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## How to activate your account

Before you can activate a ParentPay account, you will need the activation letter which is provided by your child's school. If you don't have this, please contact the school directly to request a copy.

1. Go to www.parentpay.com

Login	
Important: Existing users adding a child - <u>Please</u> read	Stocking filler? Sorted.
Email/Usemame	Give your children a gift that will last
name@emailprovider.co.uk	a lifetime and teach them about maney,
Password	this Christmas
Eorgetten your password?	
Login Back	
	Get 20% off plus 1 month free and free Christmas delivery
Sign in with	

2. Type in the username and password provided in the activation letter from school, be sure not to confuse the letter l (for lima) with the number one (1) and the number 0 (zero) with the letter o (for oscar).

NB The user details are case sensitive and for one-time use only. They will become invalid after account activation

					Link person to your account
The fol	lowing	name has	been as	sociated w	vith the details entered:
Christo	pher B	Birch			
Name	not rec	ognised?			
Enter ti	he date	e of birth of	the per	son named	d above to verify this account.
DD	~	MMM	~	YYYY	~
	Co	nfirm		Cancel	

3. Confirm the details are correct and enter the date of birth for your child and click Confirm

Personal details   Title   Piesse choose a title   First name   Latt name   Email address   Username email:   Confirm username email:   Password   Password   Password   Confirm password:   Confirm password:   Confirm tubetween 6 and 20 characters, at least one letter and one number and are case sensitive   Confirm password:   Confirm tubetween 6 and 20 characters, at least one letter and one number and are case sensitive   Confirm password:   Confirm tubetween 6 and 20 characters, at least one letter and one number and are case sensitive   Confirm tubetween 6 and 20 characters, at least one letter and one number and are case sensitive	IMPORTANT: Existing use	rs adding a child - DO NOT CONTINUE Please read						
Title   Piesse choose a title   First name:   Last name:   Email address     Kername email:   Confirm usename email:   Confirm usename email:   Password   Password   Password   Confirm tust have read, understood and agree with the ParentPay terms and conditions and gainage   Confirm tust have read, understood and agree with the ParentPay terms and conditions and gainage	All fields are mandatory unless otherwise stated							
Please choose a tite   First name:   Last name:   Email address   Username email:   Confirm username email:   Confirm username email:   Password   Password   Password:   Confirm password: C		Personal details						
First name:   Last name:   Email address   Username email:   Confirm username email:   Confirm username email:   Password   Password   Password   Passwords must contain between 6 and 20 characters, at least one letter and one number and are case sensitive   Confirm password:   Passwords must contain between 6 and 20 characters, at least one letter and one number and are case sensitive   Confirm password:   Image: Imag		Title						
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		Activate account						
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## How to activate your account > ParentPay Support

- 4. Follow the on-screen instructions to successfully activate the account. You will need to enter in their name, an email address and select a password for the account (your email address will become your username)Read the ParentPay terms and conditions and click in the box to accept at the bottom of the page then click *Activate account*.
- 5. A verification email will be sent to the user. They will need to click on the link within the email to complete the process and access their account.

## RELEASE ARCHIVE

- January 2019 [103]
- January 2019 [102]
- December 2018 [101]
- November 2018 [100]
- October 2018 [99]

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