NARC
Building Regional Communities

National Association of Regional Councils
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First Time Login Information

IF YOU ARE YOUR ORGANIZATION'S PRIMARY NARC CONTACT:

Please login to verify your account and set up any additional staff and Board contact records that might be needed.

1. Click the "Click Here to Retrieve Username and Password" button and enter your email where prompted.
2. You will receive an email from info@narc.org with your username and a temporary password. (Be sure to check your spam box if you do not see the email.)
3. Use the login link from the email or return to this page and use the provided credentials to login.
4. You will be prompted to create a new password. Once you submit your new password, you will be logged in and taken to your personal contact record.

Once in your account, you will have the opportunity to add additional staff contacts. We recommend that the first person you add is the one who will have primary responsibility for setting up additional contacts. The person who completes your conference registrations (regardless of whether or not that person ATTENDS) will also need an account.

IF YOU ARE NOT YOUR ORGANIZATION'S PRIMARY NARC CONTACT:

If you do not have an existing account:
Your organization's primary contact will need to create an account for you. Once the new account is created for you, you will be able to manage your own account information. If you do not know who your organization's primary contact is, please contact Ann Link ann.link@narc.org or 202.618.5696.

If you have an existing account:

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2. You will receive an email from info@narc.org with your username and a temporary password. (Be sure to check your spam box if you do not see the email.)
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4. You will be prompted to create a new password. Once you submit your new password, you will be logged in and taken to your personal contact record.

GENERAL NOTES:

- If a NARC board member is part of your organization, he/she already HAS an account.
- Not every conference attendee needs their own account. If you bring additional organizational board members to conferences with you, but you manage all of their registration processes and they do not want/need to receive NARC emails directly, you do not need to setup an account for that person.
- If staff members do not directly receive NARC emails, they do not need their own accounts.

Contact Ann Link at ann.link@narc.org or 202.618.5696 with questions.