## HOW TO CHANGE YOUR WINES ONLINE

1. Click the small white Log In in the top right hand corner of the home page <u>here</u>

2. Login using your login details that were given to you in your welcome email when you first signed up (let us know if you need a reminder of these or enter your email and hit "forgot password" to reset).

3. Once logged in the words Log In will change to Hello [Your Name]. Click on your name to go to your member profile.

4. Using the menu on the left side of the screen click on Club List.

5. Your club will be listed; hit Edit Club.

6. Your wines will be displayed for each season. Remember you can change what you receive every time, so each season has a full set of our wines available. This makes for a rather long list and is a little confusing but stick with me! You need to scroll down until you find the appropriate season.

7. You can now look at what you're set to receive and change it if you wish. Once you've altered your selection you need to scroll right down to the bottom of the page and hit Submit to save it.

Very important - you must ensure you choose a minimum of 12 bottles in each season. You can just change one season then alter the next season when the time comes.