HOW TO RESET YOUR PROXY’S PASSWORD

1. On the Proxy Management page, click on the edit icon underneath the corresponding proxy.

2. Click on Reset Password at the top of the page. You will see a message in the upper right-hand corner letting you know that a reset password message has been sent to the proxy. The proxy will receive two emails containing information on how to reset their password.

You have requested a password reset for this proxy; a reset password message has been sent to the proxy.