

# AGENT LOGIN

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## First Time Logging In – Create Password

Any Agent who is entered onto an Office Account roster is allowed access to the site will be able to sign into AnnounceMyMove.com. **The first time you log into your account, you will need to generate a password by following these simple steps:**

### STEP 1

From [www.AnnounceMyMove.com](http://www.AnnounceMyMove.com), click on **Member Login** button.

### STEP 2

On the Member Login screen, enter your email address in the **User Name** field. Leave the password blank.


**Note: In order to have access to the site, the email address entered in the User Name field must match the email address in the Roster.**

Click on the [Forget your Password?](#) link found below the **Submit** button.

member login

user name   
E-mail address

password

 submit

[Forget your password?](#)

### STEP 3

On the Reset Password screen, click on [Send Me A New Password](#).


This will generate a new password which will be sent to the email address on record. Once you retrieve the new password, you can log in.

### STEP 4

We recommend changing the auto-generated password to something which can be easily remembered. You can change your password under the **Change Password** link on the left side of the Welcome Page.

reset password

e-mail address:

 Send Me A New Password

[Need assistance? Click here.](#)  
[Return to the login page.](#)