

Hi Neighbor,

CHNA will be using new software to create a neighborhood directory! Below is the information on how to access and then update your data.

1. Using a desktop or laptop computer, go to <https://atozdirectories.com/home>.
2. Enter your temporary username which is your house number and your complete street name (see below for list of street names): (for example 999BROOKGLEN)
3. Enter your temporary password: your "house number" (for example 999)

Street Names		
BROOKGLEN	LONGBRIDGE	THORNBRIDGE
CHARWOOD	MEADOWBRIDGE	THORNWOOD
CHERRYWOOD	ROCKBRIDGE	TURNBERRY
EDGEWOOD	SARON	TURNBRIDGE
FOXBRIDGE	SPRINGWOOD	WATERMILL
IRONBRIDGE	STOWBRIDGE	WOODGLEN

Once logged in, click on the "My Household" tab to update your information and **change your username and password** at this time. Fill out the appropriate fields to update your household information including a picture of your home. At the bottom of this page, update your personal information by clicking on the gray "Edit" button. Update your name, phone number, and any additional information you would like to add to your profile **including your email address**. You can also add family members to your household by clicking on "Inline Add." Update the "Type" field drop down to identify your added family member (i.e. renter, child, owner). If this person should have access to the online directory, check the "Active Login" box and update the appropriate fields to grant them access. Click "Save" when you are done.

Neighborhood information will be sent via e-mail from time to time, so it is important you update your current e-mail address on the system. This is separate than the regular email list from CHNA.

Once you have verified your information, you can access the neighborhood directory through your computer, or you can download the HOA App on your smart phone or tablet. The app works for both iOS and Android and can be found in the **App Store** and **Google Play** by searching for **HOA App** by AtoZ Directories.



If you have directory related questions, you can reach out to me and I will respond as soon as possible.

Regards,
Steve Honican
stevehonican@twc.com
CHNA Membership/Directory