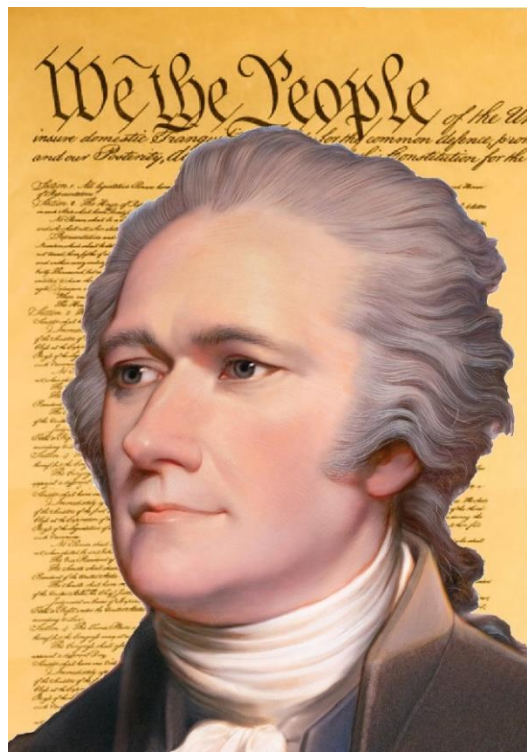


The National Society of the Sons of the American Revolution



Washington State Society



Alexander Hamilton Chapter *How to use the National Database (YELLOW)*



The National Database - **YELLOW**

Have you had a problem getting your E-mail? It may be because you have changed your e-mail address for some reason. When we change some things, other things seem to unravel.

In today's world our E-Mail address is used for more than just communication. It is also used as an **ID for access to Web Sites/Accounts**. That being the case, when we change our address, we must update all instances of that address.

One that is often overlooked is your address in the *SAR National database (Yellow)*.

Did you know... **You** can log-in to the **National SAR Yellow Database** and update your E-Mail address in addition to other data. [Use This Link to log in.](#)

1. The first screen you will see is below.

- If you already have a user **ID/Password**, click on **"Login"** and go to step 3.
- If you do not have a user ID, click on **"Create User"** and go to step 2.

2. If you do not have a user **ID/Password**, you must first create an account. (1).

Fill in your data and follow the screen prompts. (2)

3. When you click on **"Login"** you will see the below screen. Enter your user **ID/Password** (1) and click on **Submit** (2).

It is very important that you keep your data current in order to receive Important Announcements, Newsletters, and other important information.

OBTW: If you have a user ID/Password but forgot them, send a note to technology@sar.org
Provide your Name, National #, State #, & Chapter. They will send you the data.

4. On the main screen below, you can update your data. (1)

- 1) E-Mail address, 2) Street address, 3) City, 4) State,
- 5) Zip Code 6) Phone Number, and any data contained in the white boxes.

5. On the main screen you can also check your: Awards, Patriots, Positions Held, and Status (2)

6. You will notice at position (3) on the main screen is **"Reports"**. When you click on it you will see the below screen. If you select **"Current Member Roster Export"** you can download a Chapter Roster