

Updating your Club Leadership in the District Online Directory

Go to the District website: www.rotary5340.org
Click on “Directory” in the left navigation menu
Click on “Enter Directory”
Username: “rotary”, password: “5340”
Click on “Next Year 2006-07” on the left sidebar
Click on “Club Leadership”
Click on your Club name
Click on the “Edit” icon, “Update Positions”
Match the people with the positions
Click “Save”

Registering for Member Access on the Rotary International website

Go to the Rotary International website at www.rotary.org
Click on “Member Access” on the right of the horizontal navigation bar
Click on “Register Now”
Enter your District number, Club number, and Membership ID and click “Continue”
Follow the instructions on the screen

District number is “5340”

To find your club number, go to www.rotary5340.org/clubweb
Click on your club name
Your club number is the number in the last part of the URL address of the page

To find your Membership ID, look at a Club Foundation report,
Or check the mailing label on your Rotarian Magazine, the Membership ID is the first six to eight digits directly above the name on the address label.

Go to <https://riweb.rotaryintl.org/faq.asp> to look at the Frequently Asked Questions on Member Access.