

Create an On-Line Owner Account

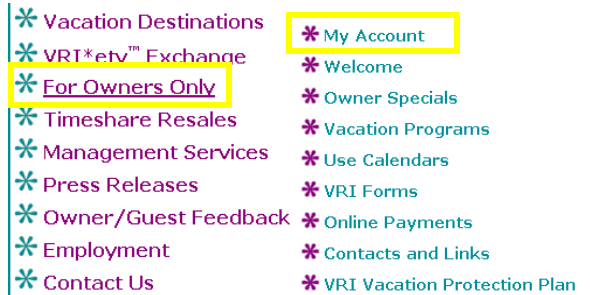
- Before an owner can create an owner account their email address must be on file in System 9900 under the Owner Addendum. The email address must be on every individual account in order for all accounts to appear in their on-line owner account.

Owners go to vriresorts.com and select the “Manage Your Account Online. Click Here to Get started,” box on the right hand side of the page. This will take the owner to the press release of the new owner account site and at the bottom of the press release the owners can log into their account.

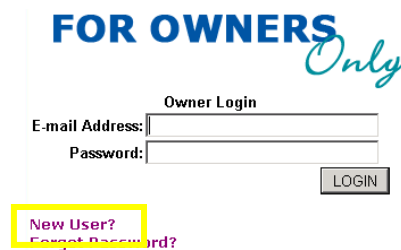


Or

Owners can put their mouse over the “For Owners Only” and the pop out box will appear on the right and they can select “My Account.”



On the next screen select the “New User?” link.



On the next screen the owner will enter their email address. The email address must be on file in System 9900 to register.

New User Registration

E-mail Address:

Property Code:

*If you own multiple accounts, any account number may be used to register.

Account #:

*You must have an email address on file with us to access the on-line reservation system. If you do not have an email address on file, please call (866) 469-8222 to update your account(s).
[Back to Login](#)

Create an On-Line Owner Account

The owner will then select the property they own at in the Dropdown menu by clicking on the arrow button to bring up the list of resorts.

* If the owner owns multiple resorts they will only need to select one resort. For all the resorts to show in the owners online account each account in System 9900 must have the same email address they are signing up with.

The screenshot shows a web form titled "New User Registration". At the top, there is a dropdown menu listing various resorts, with "Alpine Crest Resort" selected. Below the menu, the "Property Code:" field is highlighted in yellow and also displays "Alpine Crest Resort". Other fields include "E-mail Address:" and "Account #:". A "Register" button is at the bottom right. A note below the form states: "*If you own multiple accounts, any account number may be used to register."

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If you do not have an email address on file, please call (866) 469-8222 to update your account(s).
[Back to Login](#)

The owner will then enter their account number for the chosen resort into the "Account #" field and click "Register."

This screenshot shows the same "New User Registration" form. The "Account #:" field is now highlighted in yellow. The "Property Code" remains "Alpine Crest Resort". The "Register" button is visible at the bottom right. The note below the form is the same as in the previous screenshot.

*You must have an email address on file with us to access the on-line reservation system.
If you do not have an email address on file, please call (866) 469-8222 to update your account(s).
[Back to Login](#)

If the email address, resort and/or account # is incorrect
The owner will receive "**Registration Unsuccessful. Please Try Again**" message.

The email address needs to match what system 9900 shows in the Owner's Addendum of the Owner Master File.
If the account # has a dash in System 9900 the owner must insert the dash into the account #. Ex. 108-38A

This screenshot shows the "New User Registration" form with an error message. The "E-mail Address" field contains "jared.norton@vriresorts.com", the "Property Code" is "Alpine Crest Resort", and the "Account #" field contains "Z7777". A red error message below the form reads: "Registration Unsuccessful. Please Try Again." The "Register" button is at the bottom right. The note below the form is the same as in the previous screenshots.

*You must have an email address on file with us to access the on-line reservation system.
If you do not have an email address on file, please call (866) 469-8222 to update your account(s).
[Back to Login](#)

Create an On-Line Owner Account

Next the owner will create a password and reenter the password on the second line to confirm it.

Rules

At least 6 characters

Maximum of 8 characters

No blanks

No special characters (!, @, %)

New User Security Setup

E-mail Address: jared.norton@viresorts.com

Please create a Password.
(Must be at least 6 characters, maximum of 8. Blanks are not allowed).

Enter Password:

Confirm Password:

Please create a "Security Question".
For example, What is your pet's name? or Where were you born? or What is your favorite color?
It can be any question you choose, but it must be entered by you.

Security Question:

Please enter your "Security Answer". This is the response to your "Security Question".
You will need to supply this answer as a form of identification to retrieve a forgotten password.

Security Answer:

Then, the owner will need to create a "Security Question and Answer" so that in case they forget their password we can verify this is the owner when we retrieve their password for them.

Examples

What is your pet's name?

Where were you born?

What is your favorite color?

Rules

Maximum of 140 characters

No special characters (!, @, %)

New User Security Setup

E-mail Address: jared.norton@viresorts.com

Please create a Password.
(Must be at least 6 characters, maximum of 8. Blanks are not allowed).

Enter Password:

Confirm Password:

Please create a "Security Question".
For example, What is your pet's name? or Where were you born? or What is your favorite color?
It can be any question you choose, but it must be entered by you.

Security Question:

Please enter your "Security Answer". This is the response to your "Security Question".
You will need to supply this answer as a form of identification to retrieve a forgotten password.

Security Answer:

Once everything is complete the owner will click the Submit Button to complete the registration.

On the next page the owner will be logged into their account and an email will be sent as Confirmation for the complete registration.

- * [Terms Of Service](#)
- * [Logout](#)

[Accounts Home](#)

Select An Account To Review From The List Below:

You may select one of the accounts below to update address/phone/e-mail information and/or make a payment.
An "*" next to a Property Name indicates the property is not set up for on-line reservations; Please check back periodically.

Property	Account #	Frequency	Room #	Room Type	Season	Week #	Balance
Desert Vacation Villas	277777	Annual		Palm	SWING		\$0.00

If all your accounts are not showing here, or for further information, please call .