We Do Things. myhost.

Email Hosting Account Initial Setup & Access Guide:

Step 1: Navigate to <u>MyHost Email Hosting Plans</u> and select the appropriate plan. Follow the on-screen steps to complete your purchase.

Step 2: If you don't already have a MyHost account, you'll be prompted to create one during the purchase process. Use an email address you can access easily, as it will be used for managing your hosting and billing.

Step 3: Once your plan is active, you have two options for giving us access:

- Option 1: Share your login details with us by emailing them to clint@wedothings.nz so we can manage the subscription directly on your behalf.
- Option 2: Add We Do Things as a user to your account with all permissions using the email clint@wedothings.nz. For detailed instructions on adding users and managing permissions, please refer to MyHost--Adding-or-Removing-Users.