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**Phone:** + 353 1 408 7171

Email: websupport@exertis.com

Internet: www.exertis.ie

## **Resetting Password (Front End)**



To reset your password for the front end (www.exertis.ie) click on **Log in** icon and then on **Log in** from the drop down list. Click on **Forgot your login details? Click here.** link.

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Click on the radio button next to **Forgot your Password?** option, fill in the required fields, check the **recaptcha** if necessary and click on **Continue** button.

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You will see confirmation message.

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After the email is received click on **Please check link to reset your password** link.

## Exertis Ireland Ltd - your new password

Dear Ivan,

Your personal data has been adjusted. If this has occurred without your involvement or consent, please contact us as soon as possible!

Website: <u>exertis.ie</u>

Username: ivan@holbi.co.uk

Password: Please check link to reset your password -

Please don't hesitate to contact us at should you have any questions.

Kind regards,

The team of Exertis Ireland Ltd

## For more further queries, please contact:

MailScanner has detected a possible fraud attempt from "exertis.com" claiming to be Ireland.B2B@exertis.com

(01) 408 71 71

Fill in the **new** password and **confirm** it. Then click on **Update** button. After you see the confirmation message that the password has been changed you can login with the new password.

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You can also reset your password after you **login** to your account. Click on **My Account** tab and choose **My Account** from the drop down list. Choose **My password** from the left hand menu and fill in the required fields.

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