# Change your BookingsPlus password

It's quick & easy to change your password within BookingsPlus.

Just log-in using your existing details.  Once logged in, click on the blue button in the top right hand side with your name & select Edit Account.
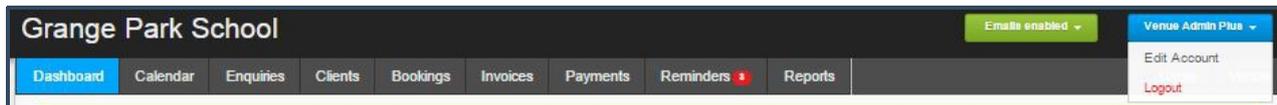




Amend your password, confirm your new password & also enter your current password.  Once you click  the changes will take place.

You can also change your default venue from this screen.  Useful if you have are managing the lettings for more than one venue.