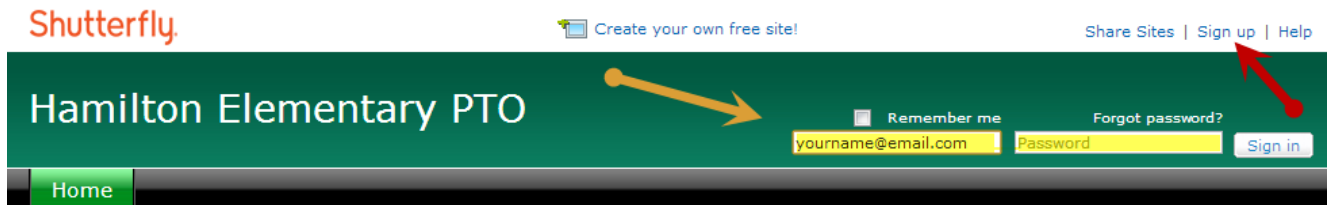
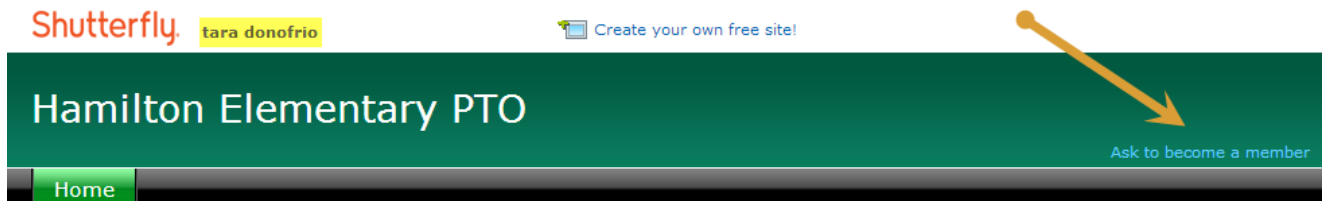


## PTO Shutterfly Sign-up Process

1. Click [here](#) to go to our Hamilton Elementary PTO Shutterfly website.
2. Once you visit the site you must sign in to see the full site.
  - a. Click “Sign up” to create a new Shutterfly account for free. **OR**
  - b. “Sign in” with an existing Shutterfly account.



3. Now that you are signed in you can “Ask to become a member” of the PTO site.



- a. Fill out the membership request box, making sure to include your name, student’s name and teacher. Click “Ask” to submit the request.

**Ask to become a member** ✕

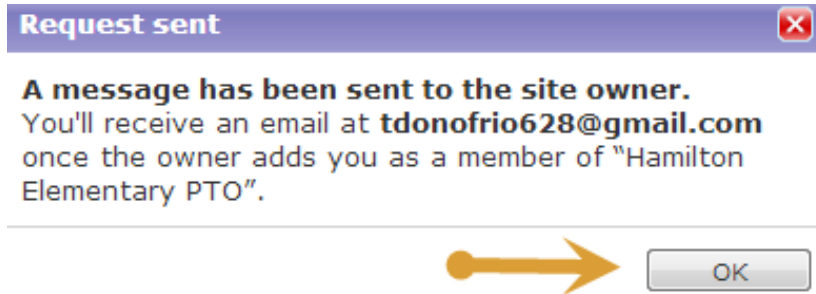
Click 'Ask' to request access to the site "Hamilton Elementary PTO" using the email address below. You can include a personal message.

Email address: tdonofrio628@gmail.com

Name:

Message:   
(optional)

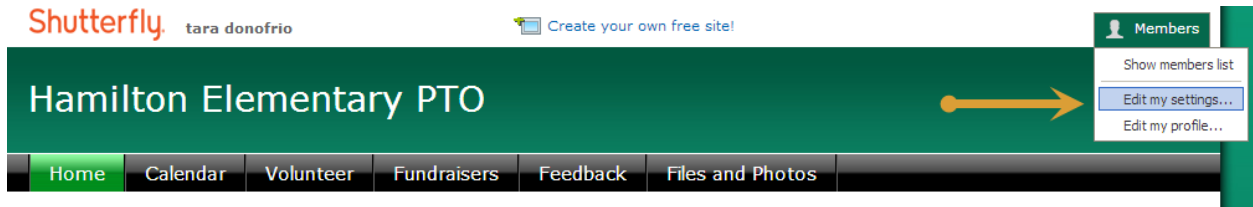
- b. Once the request has been sent you will see the following confirmation message.



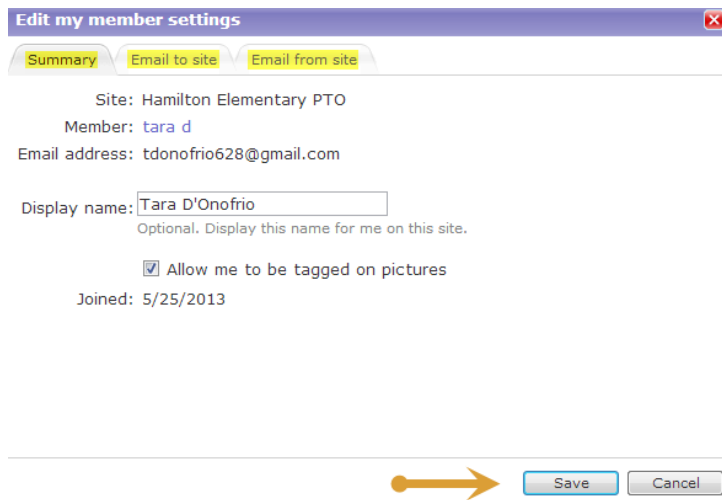
4. After receiving the confirmation email you can visit the [site](#)! This message will appear the first time you visit. You can "Change display name" and "Change picture". Just remember to click on "Save changes" when done.



- Adjust your member settings by clicking on “Members” in the top right corner and then selecting “Edit my settings...”



- Go through each tab to set the settings to your liking, clicking “Save” when you are finished.



- You are all set up! Enjoy the site and let us know if you have any questions.