How to register on the PLANPGH Exchange

There will be many documents, surveys, polls, and other documents (called "events") posted on the PLANPGH Exchange over the course of the next few years, and most of them will be open for the public to view (anonymously, if they choose). However, individuals who would like to comment on these documents must register on the system. Additionally, a select few documents will be accessible only to members of management committees.

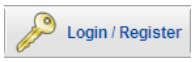
As a member of a PLANPGH management committee, it is especially important that you register on the PLANPGH Exchange so that we can send you information about upcoming documents for review, and so that you can provide your feedback on them.

Here's how to get started:

1 There are two quick ways to get to the PLANPGH Exchange:

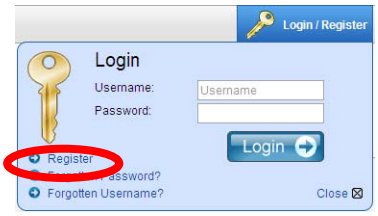
- Go to **www.planpgh.com** and click the

button.
- Go directly to **exchange.planpgh.com**.

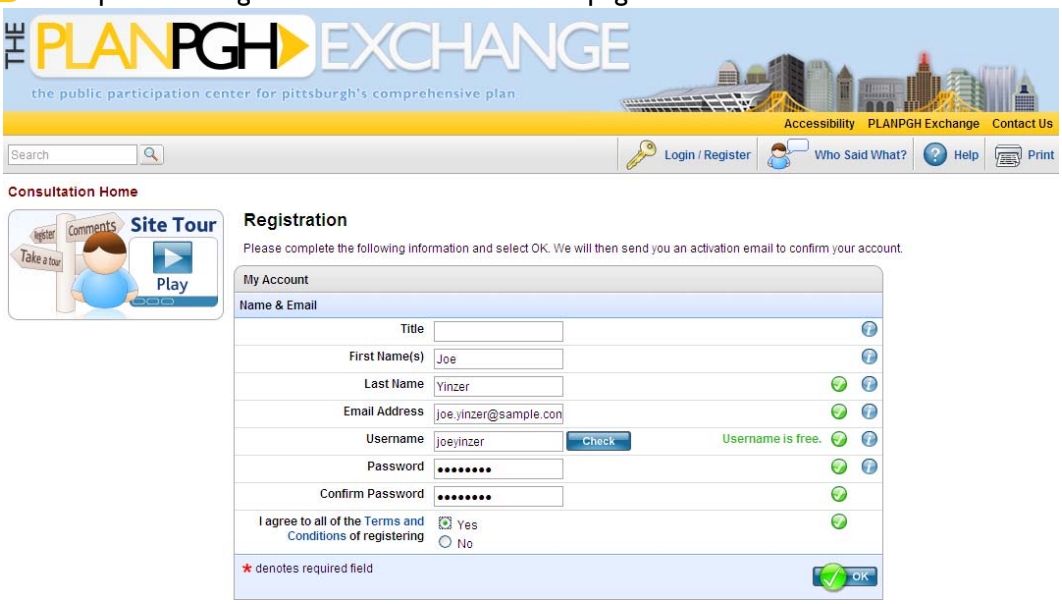
2 Click on the 

button at the top/right part of the screen.

3 Click the "Register" link in the box (shown below).



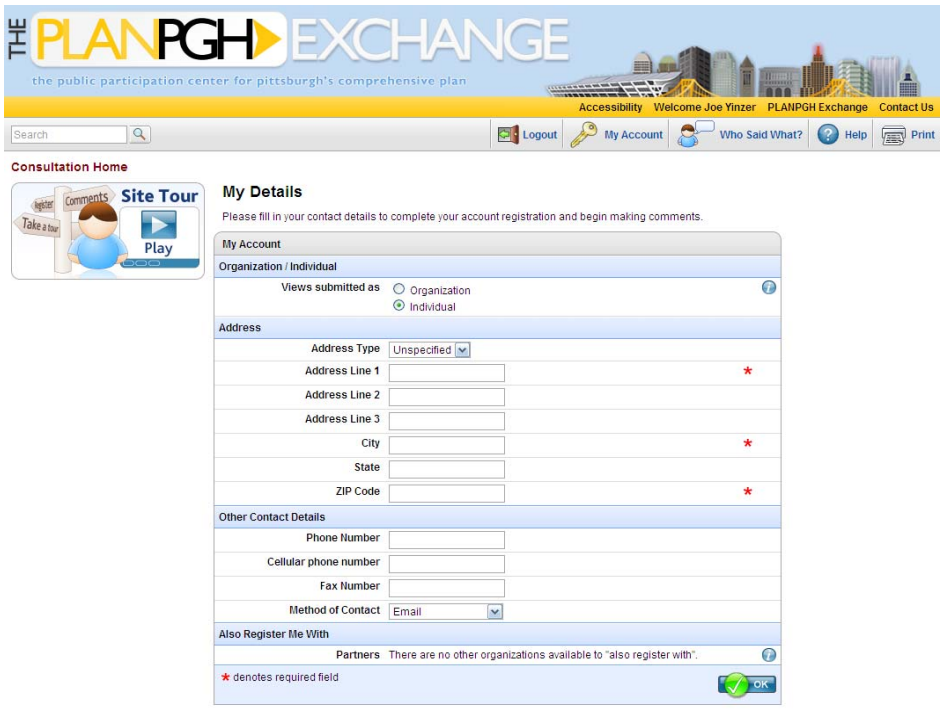
4 Complete the registration details on the next page.



5 You will receive a confirmation email at the address you used to register. Click on the link provided in the email to confirm your address. It will take you back to the PLANPGH Exchange to finish up the registration process.

After clicking the link, you'll see a thank you message, and a box to enter your login details. Please do this using the username and password you just selected in the previous step.

6 The next screen will show some additional details for you to fill in. There are three fields required (shown below), and the rest are optional. This just helps us to get a better idea of where our comments are coming from—we will never use this information to identify you personally, and we won't release it to anyone for any reason.



7 On the final screen, we just ask that you select the neighborhood you live in (if it's outside the City, just select "Non-City Resident" and a box will appear where you can enter your township or borough. The next field is a series of check boxes that list PLANPGH topics. Select as many as you are interested in, and select yes or no at the bottom to receive occasional email updates about those topics—be sure to select your management committee's topic!

8 That's it—you're done! Click "OK" and you'll be taken back to the main screen where you can select an event to view. If you need to change any of these details (including your password) click on the "My Account" button, and then select "My Details."

Thank you for registering with the PLANPGH Exchange!