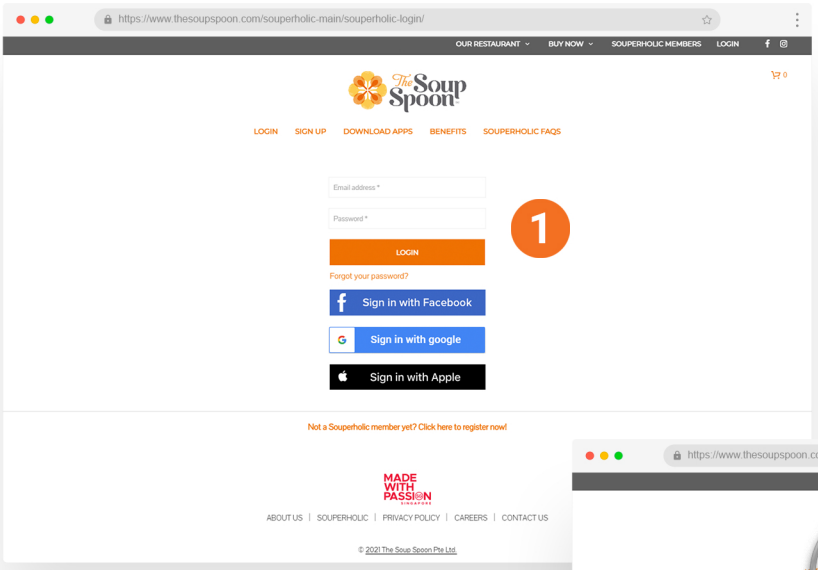
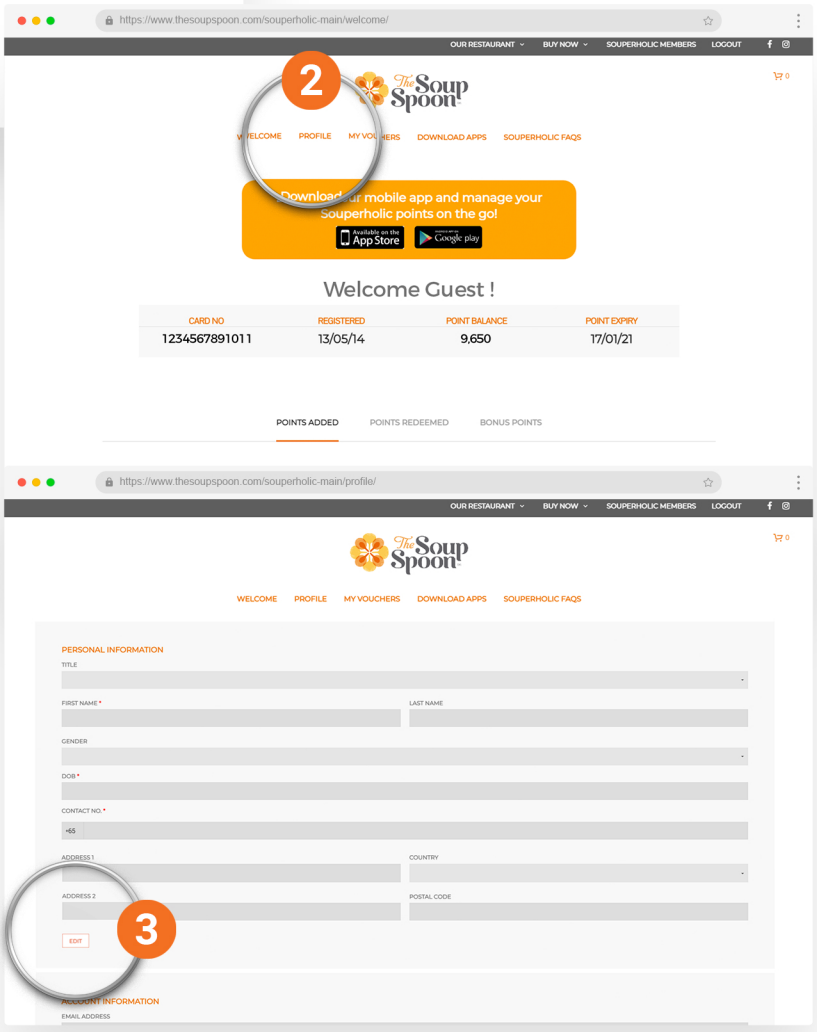
GUIDE

UPDATING YOUR SOUPERHOLIC ACCOUNT





1 **Login** at The Soup Spoon's Souperholic page with the email address and password you have registered your account with.

Register here for an account with us.

Reset Your Password

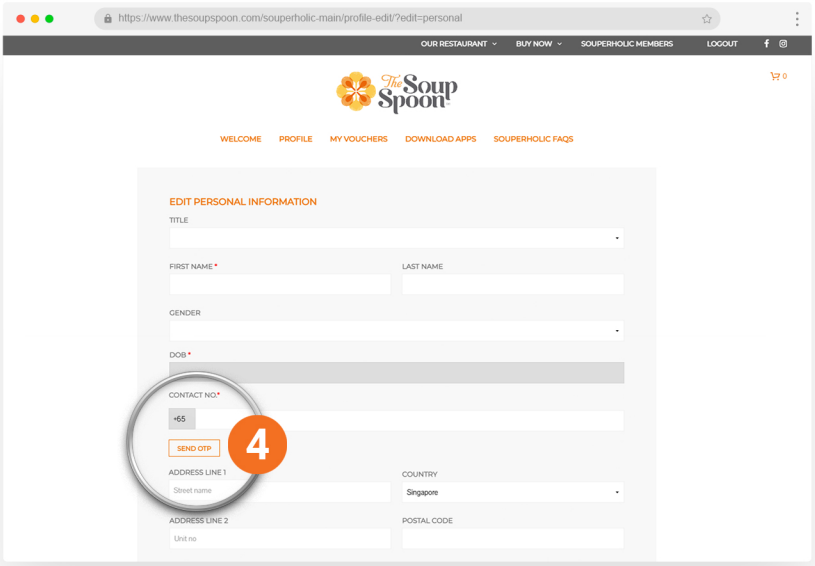
Select **"Forgot your password"** to enter your email address and an email will be sent to your inbox with a link to reset your password.

2 Select "Profile" at the top of the page.

3 Scroll to the bottom of the page and select **"Edit"** to make changes to the fields for your personal and account information.

GUIDE

UPDATING YOUR SOUPERHOLIC ACCOUNT



4 When attempting to edit your contact number, you will be prompted to trigger an **"OTP"** (One-Time Password) that will be sent via SMS to the current registered phone number.

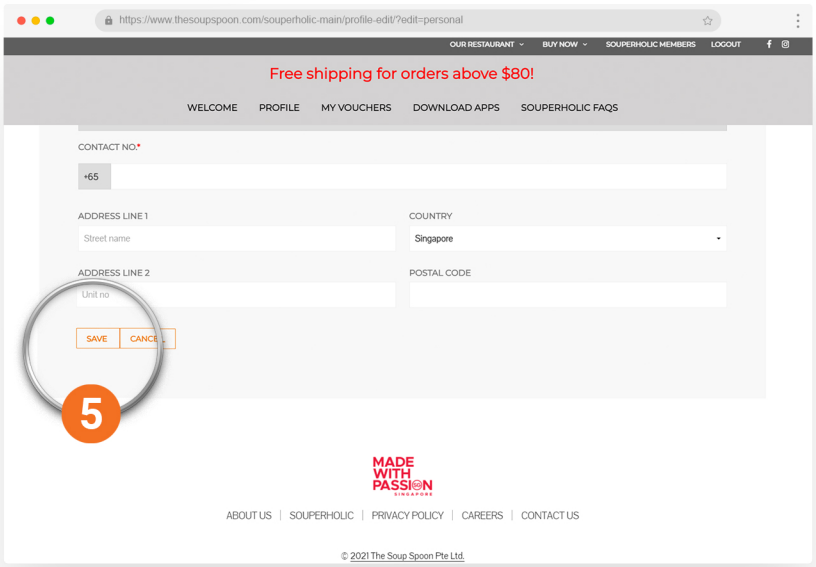
Enter the OTP and your new phone number in the relevant information fields.

Protected Form Field

Please note that **"DOB"** (Date of Birth) cannot be amended. Kindly email us at **souperholic@thesoupspoon.com** if you have entered an incorrect birth date during registration.

Change of Email Address

A verification email will be sent to your registered email address when attempting to change the email associated with your account.



5 Select **"Save"** to confirm the edits made to your personal and account information.

You may now manually logout of your account.