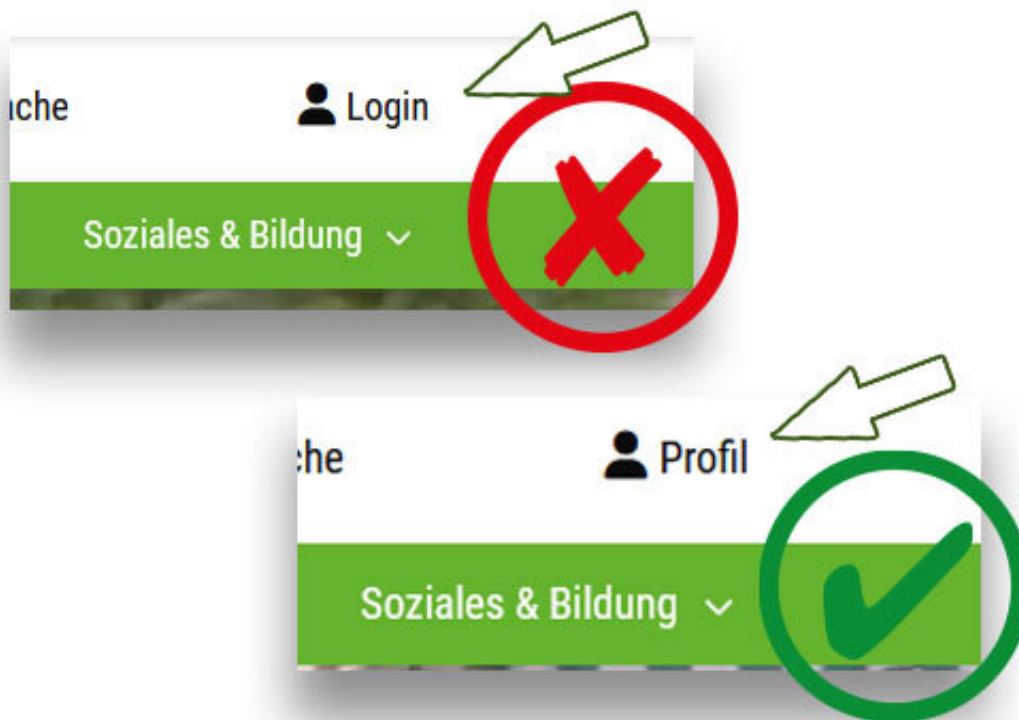


Instructions: Changing data in the list of interested parties



Step 1) Check login

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You are logged in at "Profile". Not for "Login".

To change your data, it is important that you are logged in to **bocholt.de with your user account**, otherwise it will not be possible to change your data.

You can see whether you are logged in - in the desktop view (on PC or Mac) at the top right, in the mobile/laptop/tablet view in the menu at the bottom. If it says **"Profile"**, you are logged in.

If you are not logged in, it will say **"Login"**.

Important note: Depending on the browser, the "Login" button may still be displayed despite a successful login. In this case, try to refresh the page by pressing F5 on the keyboard.


Step 2) Change data in the user account

The **data** of the main applicant, i.e. the creator of the user account on bocholt.de, **must be changed in the user account itself**.

This includes data such as e-mail address, name, address, etc..

Important: The data change in the bocholt.de user account must then be confirmed again using the form for the change in the list of interested parties.

Step 3) Call up the "Residential plots" page

Changes such as marital status, partner, children or living arrangements must be made using the form itself. To make these changes or to **confirm the changes to your bocholt.de user account**, go to the page for residential properties. You will find the page at the address www.bocholt.de/wohnbaugrundstuecke 

Step 4) Click the "Register here" button

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 [Click on the button \](#)

Click on the button "Register here".

In the second place on this page you will find the button **"REGISTER HERE..."**, which you click.

Note: Depending on your browser, the login message may still appear here despite a successful login. In this case, try to refresh the page by pressing F5 on the keyboard.

Step 5) Accept privacy policy

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Die bedarfsgerechte und flächenschonende Entwicklung neuer Baugebiete ist in der ständigen Diskussion. Bitte unterstützen Sie diesen Prozess mit den freiwilligen Angaben zu Ihren Bauzielen, damit der regionale Markt analysiert werden kann. Im Bewerbungsverfahren ist eine Auswahl aus dem freien Gesamtangebot möglich, unabhängig von Ihren anfänglichen Wünschen. Spätere Änderungen Ihrer Bauwünsche brauchen Sie uns nicht mitzuteilen.

WICHTIG!

Sie sind für Ihre persönlichen Daten selbst verantwortlich. Bitte aktualisieren Sie diese bei Änderungen über dieses Formular.

☐ Hiermit erkenne ich die Informationen zum **Datenschutz** an

Weiter

Click on the button "I hereby accept the information on the privacy policy".

The first thing that appears is an information text with the most important information about the list of interested parties. There you will find the **information on data protection**, which you must accept by ticking the box below the text.

Then click on **"Next"**.

Step 6) Change personal data

The page for changing your data will then appear. There you must select the item **"I would like to change my data."**. The form should now display all your data from the bocholt.de user account and your entry in the list of interested parties.

You can now change your marital status here in the form, add/remove members of your household or adjust your living arrangements.

Step 7) Check and send data

At the end, you must **submit** the **form**.

You will then receive an e-mail confirming that your data has been sent to the relevant department. Attached to this e-mail you will **find a PDF form** with your changed data.

Important: If you only see a white page, scroll up a little.

Any questions?



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