

How To Manage Account Details

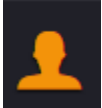
This article is for accounts using CHI.

This article will explain the account details section of CHI.

- [Step 1: Access Your Account Details:](#)
- [Step 2: View And Edit The Details For Your Account.](#)
- [Step 3: Click The "Save Changes" Button At The Bottom Of The Page.](#)
- [Related articles](#)

Step 1: Access Your Account Details:

1. Log in to your CHI account at <https://chi.westhost.com>
2. Click on the Account button on the bar on the left side of the page.



3. Click the Account Details tab at the top of the page.

Step 2: View And Edit The Details For Your Account.

This includes editing options for:

- Contact Name
- Address 1
- Address 2
- Country
- Postal Code
- Email Address
- Telephone
- Mobile
- Account Name

Step 3: Click The "Save Changes" Button At The Bottom Of The Page.

- *When editing the Account Name take note that this will change the username that you will use when logging into chi.westhost.com from now on.*
- *If you need to change your chi.westhost.com password or add a new card to your account you can link to the necessary pages from the Account Details page.*

If you have any questions or concerns with this section of CHI, please [contact us](#).

Related articles

- [CHI FAQ](#)
- [What is CHI](#)
- [How To Navigate The Account Services Tab](#)
- [How To Reset The cPanel-FTP-SSH Password](#)
- [How To Merge CHI Accounts](#)