

Share Plumeria Information With Confidence

A clear, step-by-step guide for creating an account, submitting a new cultivar, suggesting a correction, and adding photos.

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Choose What You Want to Do

Start with the choice that matches your task. Search first whenever you are unsure whether a cultivar already has a record.

1. New cultivar

The name is not already listed. A clear cultivar photo is required.

[Start request](#)

2. Correction or addition

The cultivar exists, but one or more fields need attention.

[Search cultivars](#)

3. Photo

The cultivar exists and needs another useful reference image.

[Submit photo](#)

The one rule that prevents most mistakes

Do not submit a second new cultivar record when the name or AKA already exists. Use a correction or photo submission instead.

1. Create or Open Your Contributor Account

1. Open Login / Profile.

Use Contribute in the website menu, then choose Login / Profile.

What to expect: You will see the login screen when signed out or your account page when already signed in.

2. Create an account when needed.

Enter your information and use an email address you check regularly.

What to expect: Plumeria Database sends a confirmation link to that address.

3. Confirm your email once.

Open the confirmation message and select its link. Check Spam or Junk if it does not arrive promptly.

What to expect: Your contributor account becomes ready to use.

4. Use the buttons on your account page.

Your profile provides the current submission links, directions, and cultivars credited to your account.

What to expect: Individual review actions are not listed on a contributor profile.

If a confirmation link says it expired

Try signing in first. The first click may already have confirmed the account. If sign-in fails, request a fresh confirmation link.

2. Submit a New Cultivar

Use this path only when the cultivar does not already have a record. The form saves your entries as you move forward or back.

1. Check the name.

Enter the proposed name and choose Check Name. Review exact matches, AKAs, close spellings, and possible matches.

What to expect: If a record exists, stop and use a correction or photo submission. If the name appears new, continue.

2. Add the required photo.

Upload a clear photo, identify the photographer, and confirm that you own the photo or have permission to share it. Date, time, and region are optional when unknown.

What to expect: The request cannot be completed without its required photo and permission confirmation.

3. Add cultivar details.

Choose Named Cultivar, My Seedling, or Found Plumeria. Add AKAs, parents, originator, introducer, country, and history when known.

What to expect: Leave unknown facts blank rather than guessing.

4. Select traits and characteristics.

Open the Flower, Bloom, Fragrance, Leaf, Tree, Inflorescence, Propagation, and other sections. Use the standard dropdown choices.

What to expect: Selections are saved for review with the request.

5. Review every section.

Check the name, photo, cultivar details, and traits together. Use the return buttons to correct a section.

What to expect: The review page shows the information you entered, organized by section.

6. Confirm and send.

Add final source notes, confirm your right to share the information and photo, then choose Send New Cultivar Request.

What to expect: A confirmation appears and the request enters the New Cultivars queue.

3. Suggest a Correction or Addition

Use this path when a cultivar already exists and a name, AKA, history detail, trait, characteristic, or other field should be added or changed.

1. **Find the existing cultivar.**

Search by cultivar name or AKA, then open the public cultivar record.

What to expect: Confirm that you are on the correct record before continuing.

2. **Choose Suggest an Update.**

Select only the sections containing your correction or addition.

What to expect: Related fields are grouped so you can open only what needs attention.

3. **Enter the suggested value.**

Use the approved dropdown choices for standard fields. Use text boxes for names, history, descriptions, and source notes.

What to expect: The reviewer will see the existing value beside your suggestion.

4. **Review and submit.**

Confirm the existing value, your suggested value, and a source note when one is available, then choose Suggest.

What to expect: Only the submitted field or fields enter the review queue.

4. Submit a Photo

1. **Choose the correct cultivar.**

Start from the cultivar record when possible and compare the name and existing photos.

What to expect: The cultivar name carries into the photo form.

2. **Upload the original image.**

Use a clear, uncropped original when possible. Choose the photo type, name the photographer, and confirm permission.

What to expect: Date, time, region, source plant, and conditions may be added when known.

3. **Review and send.**

Check the preview, credit, type, and permission before submitting.

What to expect: A reviewer compares it with existing photos before approving, moving, holding, or rejecting it.

Hero photo behavior

If the submitted photo is approved and the cultivar has no hero image, the approved photo becomes the hero automatically.

Photo rights

Submit only a photo you took or one you have permission to provide. Plumeria Database may display, publish, crop, resize, and make ordinary presentation adjustments without changing the cultivar's true color or identifying features.

5. What Happens After You Submit

Action	Use it when	What happens
Under Review	The item is waiting for a verifier or administrator.	Nothing public has changed yet.
Approved	The information or photo was accepted.	It becomes public and an approval email is sent to your registered address.
Needs Information	Identity, permission, source, or evidence is incomplete.	The item stays out of public use while more information is gathered.
Not Accepted	The item is unsupported, duplicated, misplaced, or unsuitable.	It does not change the public record.

Identification limitation

DNA testing is the only conclusive identification method and is not currently available for this purpose. The best practical identification compares a known cultivar using flower, leaf, tree, fragrance, history, and photo evidence.

6. Email Messages You Should Expect

- Account confirmation: sent after registration. Open the link once.
- Submission received: shown on the website after a successful form submission.
- Approval notice: sent when submitted cultivar information or a photo is approved.
- Administrator help: email info@plumeriadatabase.com with the cultivar name, your task, and a screenshot when possible.

7. Quick Troubleshooting

Action	Use it when	What happens
No email	Check Spam or Junk and confirm the address was typed correctly.	Use resend and allow several minutes.

Action	Use it when	What happens
Expired link	The account may already be confirmed.	Try signing in, then request a new link only if needed.
Blank submit page	A form did not complete normally.	Do not repeat it many times. Return once, check required fields, retry once, then contact the administrator.
Wrong cultivar	You notice the record or photo is assigned incorrectly.	Stop and contact the administrator rather than sending a second record.

Useful Links

[Login / Profile](#)

[Cultivar Search](#)

[Submit a Cultivar Photo](#)

[Create Contributor Account](#)

[New Cultivar Request](#)

[Email Help](#)