Using the *Wild Apricot Portal* to Renew your 2018 NAHSL membership using a Credit Card (PayPal) or Check
At the Portal
Homepage, enter your e-mail address (that you used in 2017) and password. If you have forgotten your password, use the “Forgot Password” prompt. Then Login.
Now that you are logged in, click the “Membership” link to begin the renewal process.
You will be recognized as already being a 2017 member. Now, click the “Edit your member profile” link.
At this screen, you will have the opportunity to:

a) update your profile information if it has changed or is incorrect
b) change membership level, if needed
c) select “Renew until 01 Jan 2019”

ALSO, in 2018, you will notice a new “Type of Library” field at the bottom of the profile page. Please take a moment to identify the type of library in which you work.
Confirm that all information is correct and select “Update and next” button.
At the “Review and confirm” page, choose one of the buttons:

a) **Pay online** using your existing PayPal account, or as a guest using your own credit card.

b) **Invoice me** if you want to pay by check.
FOR CHECK PAYMENTS ONLY – Click the View/Pay invoice button.
Print this page and mail it to Valori Banfi, membership chair. Please include the invoice number on your check.

That’s it! You have now renewed your NAHSL membership for 2018.