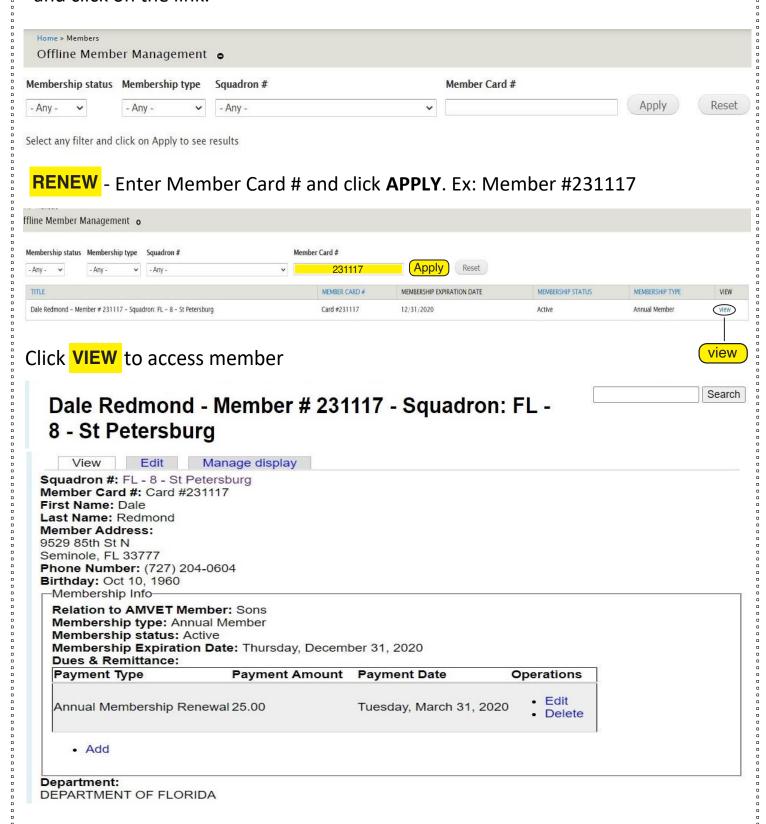
OFFLINE MEMBERSHIP MANAGEMENT

Locate **OFFLINE MEMBER MANAGEMENT** on the right side of your Profile Page and click on the link.



Click **ADD**

OFFLINE MEMBERSHIP MANAGEMENT

Select Annual Membership Renewal, Enter Payment Amount

Department Dues + National Dues (\$13.00) = Payment Amount

Payment Date will Auto-Populate today's date.

Click **SAVE**.

PAYMENT TYPE	PAYMENT AMOUNT	PAYMENT DATE
○ N/A		PAYMENT DATE
	25.00	Aug 13, 2020
Lifetime Membership	[23,00]	E.g., Aug 13, 2020

The member will be added and listed on the Squadron Profile Page under **CURRENT MEMBERSHIP**

The member is now renewed for the current year!