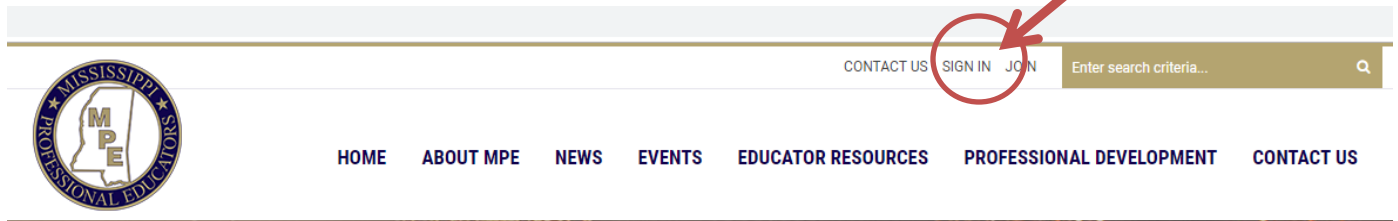


# Renewing Your Expired MPE Membership

Listed below are 3 areas in which you may login from the MPE home screen.

A. You may login on the top toolbar located on the home screen.

Click on **Sign In** located on the top toolbar.

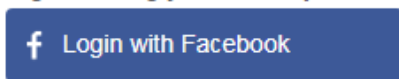


You will notice the Member Login screen will appear.

## Member Login

Welcome to the online community. Because of the built-in security features, you must first register and be approved before accessing many site sections. If you are not a member of the site yet, please register - we'd love you to be part of our online community.

Sign in using your social profile



OR

Sign in using your credentials

Enter your **Username**

Enter your **Password**

**Remember Me**

Click here to **Sign In**

**B. You may login on the scrolling banner located on the home screen.** Click on the **Login Now button** located on the home page banner.

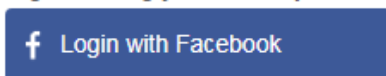


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Sign in using your social profile



OR

Sign in using your credentials

← Enter your **Username**

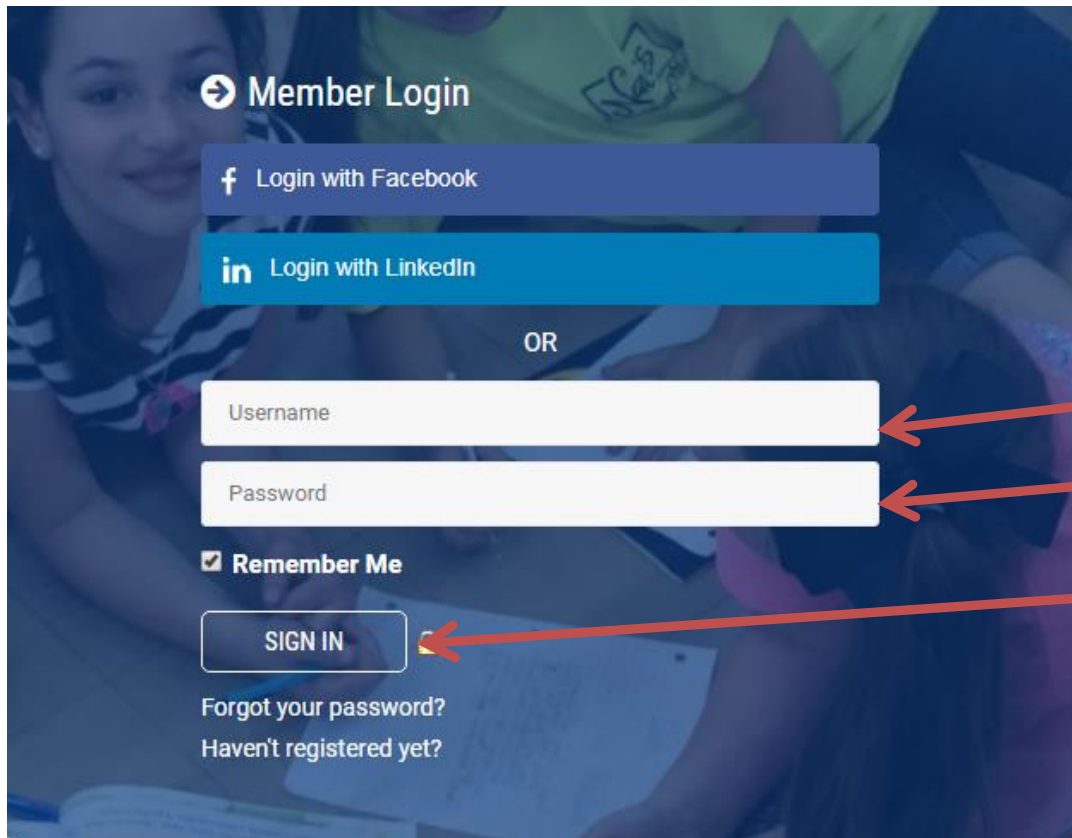
← Enter your **Password**

**Remember Me**

← Click here to **Sign In**

C. You may use the scroll bar on the right side of the screen to scroll down the home page and locate the blue Member Login box to login.



Member Login

[f Login with Facebook](#)

[in Login with LinkedIn](#)

OR

Username

Password

Remember Me

[SIGN IN](#)

[Forgot your password?](#)

[Haven't registered yet?](#)

Enter your **Username**

Enter your **Password**

Click here to **Sign In**

The **Information and Settings** screen will appear. This screen will allow you to select various options regarding your membership. Next, locate the **Welcome** tab located on the tool toolbar.

On/Off	Category	Description
<input type="checkbox"/>	Community	Email me when a community event is added
<input type="checkbox"/>	Groups	Email me when an event is added to a group of which I am a member
<input type="checkbox"/>	Groups	Email me when someone in one of my groups updates their profile *
<input type="checkbox"/>	Groups	Email me when someone joins a group of which I am a member
<input type="checkbox"/>	Groups	Email me when someone uploads a photo to a group of which I am a member *
<input type="checkbox"/>	Messaging	Email me when I have unread messages older than 30 days in my inbox
<input type="checkbox"/>	Messaging	Email me when new messages arrive

\* Notifications of this type are sent upon the member's first update/upload only, reset hourly.

You may suspend the delivery of newsletters of a specific type by unchecking the appropriate box below. You will not receive any emailed newsletters to which you have subscribed until you re-enable that newsletter type.

Choose your time zone preference to ensure timely delivery of your digest emails.

Select Timezone ▼

Subscribe	Newsletter
<input type="checkbox"/>	Forum Digest

The **Welcome** tab will display your **Username** and be located on the top toolbar.

You will notice a number located beside the down arrow key on the "Welcome" member tab. This number represents the number of outstanding invoices. **Click** the down arrow key to locate your outstanding invoices.

Scroll down and click the **Invoices** tab.

The **Payments and History Screen** will appear next. This screen will list your outstanding invoices. You must select all **open invoices** and pay each invoice before your membership is made **current**.

To select your invoices click on the empty box located on the left side of the icons.

The screenshot shows a navigation menu on the left with 'Payments & History' selected. The main content area has tabs for 'Invoices', 'Event Registrations', 'Membership', and 'Donation History'. A 'Filter by status' dropdown is set to 'Open'. Below this is a table of invoices with columns: Order Date, Status, Name on Invoice, Invoice Type, Total, and Balance. Two invoices are listed, both for 'JohnA Walker' with a balance of \$10.50. A red arrow points to the checkbox in the first row. Below the table is a blue button labeled 'Pay Selected Invoices', which is circled in red. Another red arrow points to this button with the text 'Click the "Pay Selected Invoices," tab.'

The **Payment Allocation** section will provide you with invoice numbers, invoice dates and outstanding balances. You must pay your **entire balance** before your membership will be **current**.

The screenshot shows the 'Payment Allocations' section. It has tabs for 'Invoices', 'Event Registrations', 'Membership', and 'Donation History'. Below the tabs is a table with columns: Invoice No., Organization, Invoice Date, Outstanding Balance, and Allocated Amount. Two rows are shown with invoice numbers 300000329 and 300000328, both with an outstanding balance of \$10.50. A progress bar for the allocated amount is shown next to each row, with '10.50' entered. A red arrow points to the 'Invoice No.' column with the label 'Invoice Number'. Another red arrow points to the 'Outstanding Balance' column with the label 'Outstanding Balance'. At the bottom, a summary row shows 'Total Balance \$21.00' and 'Total Allocated \$21.00'.

Continue Scrolling down the page to locate your **Payment Information**.

**Payment Information**

**Payment Amount \*** \$21.00

**Payment Type**

- ACH/E-Check
- Credit Card

Choose the payment method ACH/E-Check (bank draft) or credit/debit card that fits your payment needs.

**Name on Card \***

JohnA  
FIRST / M.I.

Walker  
LAST

**Card Type \***

American Express ▼

**Card Number \***

765432198712345

**Card CVV Number \***

123

**Exp. Date \***

08 / 2022 (mm/yyyy)

**E-mail Address \***

johnawalker@nsbnbc.com

**Organization:**

**Address:\***

1860A King Street

**City/Town:**

Forrest

**Country: \***

United States ▼

**State: \***

Mississippi ▼

**Postal Code:\***

39924

**Phone:\***

8286696

**Submit Payment**

Click the **Submit Payment** button to process your payment.

## Membership Dues - Thank You!



[View Invoice/Receipt](#)

Click the **View Invoice/Receipt** link to view and print your receipt.

Thank you for submitting your membership dues. Membership dues are an investment in the organization and your own member experience.

Thanks again for your support!

*Note: If the membership dues you just submitted were part of your registration, your registration may go through an approval process before you will have access to the member community.*