

Step-by-step Guide to Renewing OCA Membership

Email Reminders and Renewal Options

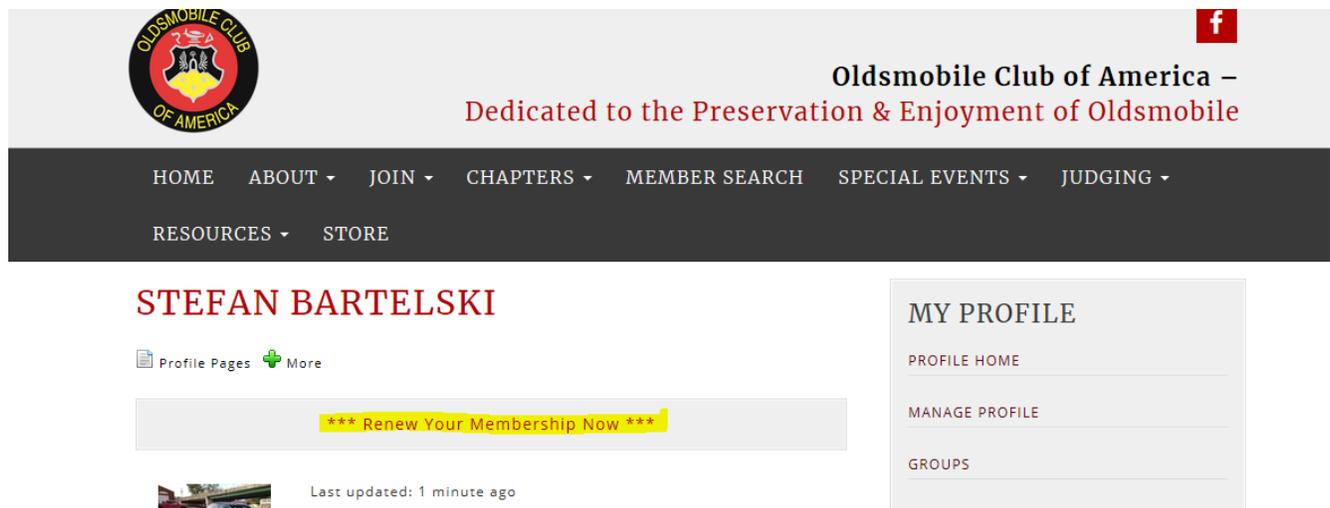
We have received a number of questions and comments about the email reminders that members are receiving, as well as questions about the renewal process. Please be aware that the reminders you receive are just that, REMINDERS. They are not invoices and do not lead directly to any payment processing. Some members have expressed concerns about malicious emails that appear to come from car magazines. Any email from the OCA will require that you sign in to the OCA site (www.oldsmobileclub.org) using your personal username and private password. This way the integrity of the payment process is guaranteed.

The steps to follow to complete your online renewal are shown below. If you prefer to pay via check, we recommend that you follow the online renewal process, but in the payment type select 'Check', instead of 'Credit Card'. You should then send a check for the relevant amount to: OCA MAIN OFFICE PO Box 412 Eaton Rapids, MI 48827. Please include your OCA number on the check, also your full name and phone number if not on the check.

If you are not comfortable following the online process, please print the application/renewal form that can be found at the Join tab on the site and complete it. Then send it with your check to the above address (also on the form).

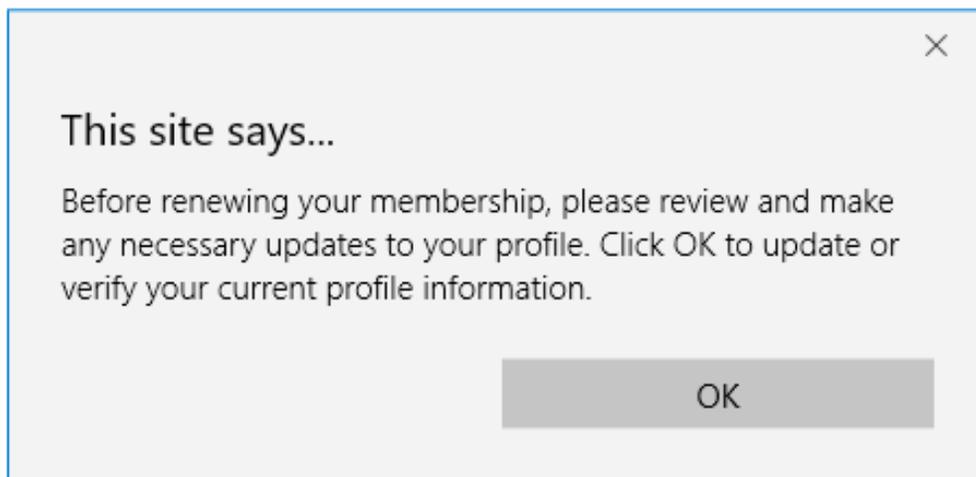
Online Renewal:

After receiving the reminder email, every time you sign in you will be prompted to renew. Click on the message anytime you are ready to renew.



The screenshot shows the website header with the Oldsmobile Club of America logo and a Facebook icon. The navigation menu includes: HOME, ABOUT, JOIN, CHAPTERS, MEMBER SEARCH, SPECIAL EVENTS, JUDGING, RESOURCES, and STORE. The main content area displays the profile of Stefan Bartelski. A prominent yellow banner reads: ***** Renew Your Membership Now *****. Below the banner, there is a small image of a car and the text: Last updated: 1 minute ago. On the right side, there is a 'MY PROFILE' sidebar with links for PROFILE HOME, MANAGE PROFILE, and GROUPS.

By clicking on the message, the first step of the renewal process appears. Please click on OK and then review the profile information and make any necessary corrections.



When your corrections are complete, or if you have no corrections, please click on 'Save Changes' at the bottom of the page.

 **Venicies Owned**

- (Select All/None)
- 1897 R Curved Dash
- 1898 R Curved Dash
- 1899 R Curved Dash

SAVE CHANGES **CANCEL**



The next step is to select a membership type and duration. The selection available, including type, duration and dues, is shown by clicking on the down arrow to the right of the membership type. Then click on the chosen line.

MEMBERSHIP DUES

Join or renew today! Simply fill out the form below. Once we process your dues, you will enjoy full access to the Online Member Community. Thank you for your support!

If you are signing up for the first time, this is the last step of your registration.

Membership Information

US 1 Year Membership - Standard Mail — \$40.00 

Monthly Magazine sent by Standard Mail

Group Membership

Group Type / Name	Annual Dues	Join / Renew	*Amount Due
Chapter			

Scroll down the page to confirm the billing address for the payment, if it is the same as the address in your profile just check the box.

Postal Code 30040-0499

Phone [\(470\) 253-4725](tel:(470)253-4725)

Check here if the billing address is the same as the member address

Billing Information

Organization

Address*

Address Cont.

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Scroll further down to enter the payment information. At this point you can choose to pay on-line via credit card, or to indicate that you will send a check to: OCA MAIN OFFICE PO Box 412 Eaton Rapids, MI 48827. Also note the option to make a donation, at this time these donations are for the RE Olds Museum in Lansing only. When all fields are completed as relevant, click the 'Submit Securely' button.

Payment Information

Payment Amount \$40.00

Payment Type* Bill Me (Admin-only)

Check/Money Order

Credit Card



Name on Card*

Card Type*

Card Number*

Card CVV Num* What is this?

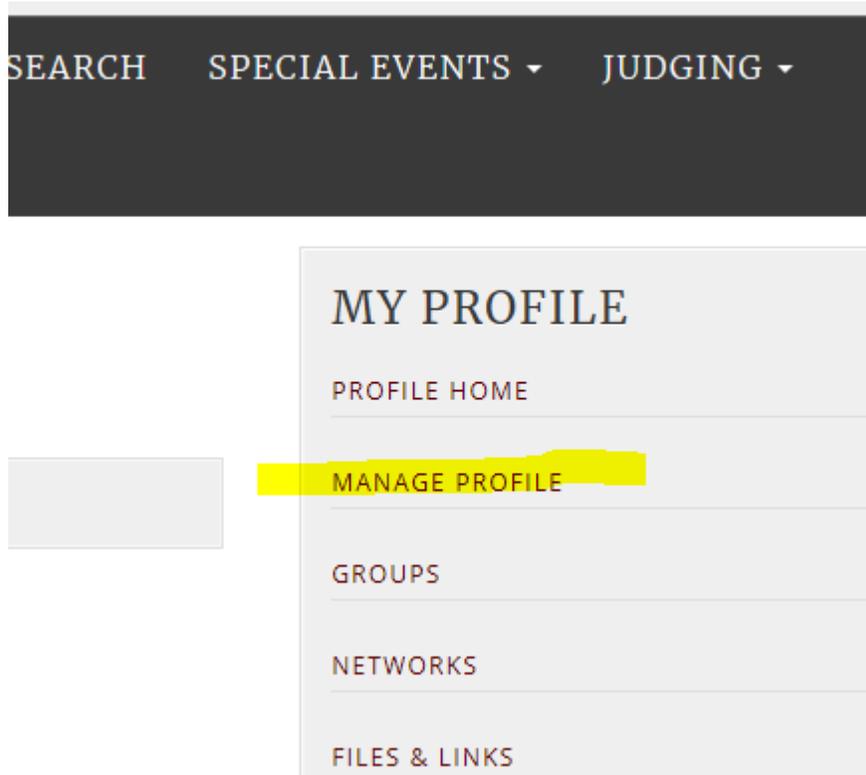
Exp. Month/Year* (MM/YYYY)

I would like to make an additional donation after submitting this form.

SUBMIT SECURELY

Early Dues Payment and Receipts

If you wish to pay your upcoming dues before a reminder is sent, the site will accept payment up to 90 days before your renewal date. Please note that your renewal will be effective on the upcoming renewal date, your current term is not shortened by an early payment. Go to the Manage Profile area of the site by using the menu on the right of the screen after signing in.



Click on the Membership link, followed by the 'Securely renew your membership now' link. The renewal payment screens will be the same as in the previous section. In this area of the site you can also print a copy of your receipt, for the most recent payment by clicking on the page icon to the left of your closed transaction. An example of a receipt is shown below.

Invoicing, Payments & History



Invoices

View, print and pay your invoices.



Event Registrations

View and print existing registrations and view past events and photos.



Membership

View your membership status and view membership renewal options.

Stefan Bartelski
 US 1 Year Membership - Standard Mail
[View/Print My Membership Card](#)

Your membership is current through 10/1/2018.

[Send confirmation email »](#)

[Securely renew your membership now »](#)

MANAGE PROFILE

GROUPS

NETWORKS

FILES & LINKS

FAVORITES

MESSAGES

CONNECTIONS

Options	Status	Transaction Date	Processed	Type	Membership Amount	Balance
	Closed	4/18/2018	4/18/2018	Credit Card Membership - Standard Mail	US 1 Year Membership - \$40.00	

PRINT

CLOSE

Oldsmobile Club of America

Invoice

Date	Invoice #
4/18/2018	300000341

Bill To

Stefan Bartelski
 4810 Notting Hill Dr.
 Cumming, GA 30040-0499
 United States

Member Information

Stefan Bartelski
 4810 Notting Hill Dr.
 Cumming, GA 30040-0499
 United States

PAID

PO	Terms	Due Date
	Due on receipt	4/18/2018

Description	Amount
US 1 Year Membership - Standard Mail	\$40.00
Total	\$40.00

Payments/Adjustments

Description	Amount
Payment via Credit Card (using card xxxxxxxxxxxx8719) <i>Applied to invoice on 4/18/2018 2:40:10 PM</i>	(\$40.00)
Total Payments/Adjustments	(\$40.00)
Balance Due	\$0.00

Printed Invoices

If you are paying via check and need a copy of the invoice, access the Manage Profile area on the site, when you are signed in. Click on the Invoices link to print the open invoice.

Invoicing, Payments & History



Invoices

View, print and pay your invoices.



Event Registrati

View and print exi
registrations and
and photos.



Membership

View your membership status and
view membership renewal options.

As mentioned in prior issues, if you have any questions or feedback about this process, please use the 'Contact Us' link at the top of most pages on the site. This way we can quickly direct your message to the most relevant person in the club.