Adding additional joint group members



- 6. You will receive a confirmation via the website and an email was sent to the new additional joint group member
- You will see the additional joint group member listed under "Joint Group – add additional members"

Transaction			_			
Details	Membership		ree		Start Date	End Date
Details	Joint Group Member		SUCCEED \$	691.00	01/01/2013	12/31/2018
Details	Joint Group Member		SUCCEED \$	155.00	01/01/2011	12/31/2012
Additiona Contacts: Add Re	move Sub-Membership: Join Renew	embersh	ips			
Additiona Contacts: Add Re	al Sub Members & Me move Sub-Membership: Join Renew Membership 0	Fee \diamond Sta	ips art Date † E	nd Date ≑	Enrollment	Date \$

- 1. Log into your profile via <u>www.theisn.org</u>.
- 2. Select "Joint Group add additional members" from the drop down menu



5. Complete the form for the additional joint group member

Welcome Joint Group (Account# 201210)	What would you like to do? 💌 Go	
Membership Join		
Fill in information below to add another Household Membership		
Personal Information		
* Username	jsmith	
* Password:		
* First Name:	John	
Middle/Initial		
* Last Name:	Smith	
Place of Work:		
Position:		
* Gender.	Male 💽	
* Birth Date (MM/DD/YYYY)	05 / 12 / 1975	
* Billing Address:	123 ABC Street	
(If address is a business, company name is required to ensure delivery)		
* City	ABC City	
State/Province (US or Canada):		(m)
Province (outside US/Canada):		

- 3. Select the member who's membership you like to renew
- 4. Click on "Renew"

History									
Transaction	Membership	Eno	Start Data	End Data					
Details	merricersnip	100	Start Date	Lifu Date					
Details	Joint Group Member	SUCCEED \$691.00	01/01/2013	12/31/2018					
Details	Joint Group Member	SUCCEED \$155.00	01/01/2011	12/31/2012					

Additional Sub Members & Memberships

Renew

Contacts: Add Remove Sub-Membership: Join



6. Complete the start and end date for the member, which should be equal to your own start and end date

