

## How to Create Your Member Account on www.aoba-metro.org

To access the entire site and take advantage of all benefits, members will need their own passwordprotected user account. Note that our **Advocacy section is restricted to members only**, so please set up your account ASAP. We suggest that you bookmark it with your password saved!

Members (individuals of member companies) may set up their account as follows:

## For Individuals whose company is already a member

If your company is already a member, follow the steps below:

- 1. Follow this link
- 2. Agree to the terms and conditions
- 3. Simply enter your email and select a password.

## If your company is ready to join AOBA

We are excited to have you as a new AOBA member. To get started, please follow the steps below:

- 1. Click "Join" in the top right corner
- 2. Choose "View Member Types"
- 3. Select your member types
- 4. Agree to the terms and conditions and choose to login via social (Facebook or Google+) or simply enter your email and select a password.
- 5. Fill in your information as well as your company's information.
- 6. Select your payment method as either invoice or credit card.

## Once your account is activated, you will be able to enjoy new features such as:

- View and pay your invoices online
- Update your profile online on your "Member Compass" page with a photo, logo, marketing details and more
- View your event registrations and attendance

Questions? Concerns? Please email Eliot Hubbell, ehubbell@aoba-metro.org.

We hope you enjoy your new member website. Feedback is welcome!