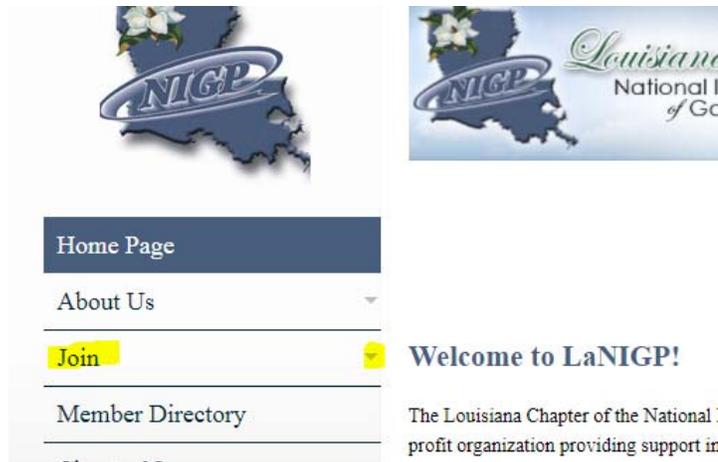


How to join:

Click on Join. There will be a drop down to fill out the application.



Start filling out your application

Member Application

* First

* Last

Title

* Company

* Business Address

* City

* State

* Zip

* Phone

* Email

* How did you hear about us? (Put person's name)

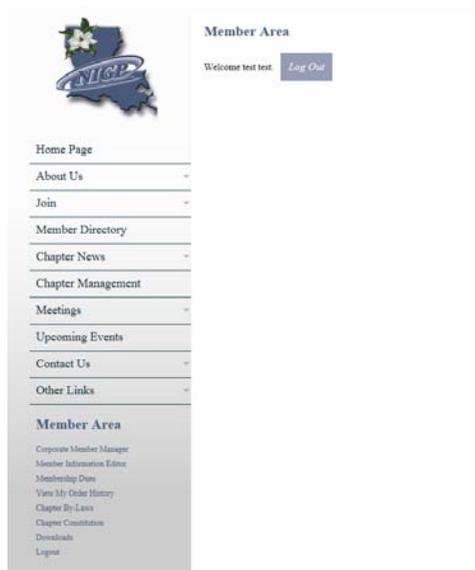
Once you are approved, you will receive an email with your log in information. You can then following instructions on paying your membership dues as a member.

**If filling out your application, the system believes there is already a profile for your email address, log in the non-member area with your old user id and password. This will happen if your membership has expired and you were moved into a non-member status. You will then follow the instructions on paying your membership dues as a non-member or expired member.*

1. Paying your membership dues

A. (Members or Retired Members)

- If you are a member and your membership is set to expire soon or has already expired and you are in the 30-day grace period.... You will need to pay your membership dues. Log in to the member area.



- Click on Membership dues and proceed to pay your dues. If you must bypass your payment because you are paying with a check, please email us and let us know so you are not moved into the non-member area.

*Note - If your grace period is up and you will be moved into the non-member area and will need to follow instructions on how to pay dues if you are a non-member or expired member.

**Note- If you are part of a corporate membership, the corporate membership manager will need to pay your dues when paying the full corporate memberships dues (agency dues) and will need to follow instructions on how to pay membership dues for a Corporate Membership.



- Home Page
- About Us
- Join
- Member Directory
- Chapter News
- Chapter Management
- Meetings
- Upcoming Events
- Contact Us
- Other Links

Member Area

- Corporate Member Manager
- Member Information Editor
- Membership Dues
- View My Order History
- Chapter By-Laws

Membership Dues

Pay Membership Dues

Membership Type Payment Information All Done!

Membership Type

Your current membership expiration date is: 12/30/2016

Membership Dues

\$40.00 membership valid until 12/31/2017

Membership dues is \$40 per year for new and renewing members. Membership dues is per calendar year from January 1st - December 31st.

Retired Member Dues

\$0.00 membership valid until 12/31/2017

Cancel Continue

B. EXPIRED MEMBERS OR NON-MEMBER

- If you are a non-member, you must click on the Non-member area to log in. If you click just on the login button, you will be told that it is an invalid user or password because it is trying to log you in the member area.

Member Area

Invalid username or password

Members Log In

LANIGP ID:

Password:

 [Forgot Username/Password?](#)

- Home Page
- About Us
- Join
- Member Directory
- Chapter News
- Chapter Management
- Meetings
- Upcoming Events
- Contact Us
- Other Links

Quick Links

- Member Area
- About Us
- Calendar of Events
- Non-Member Area

Please login before proceeding to non-members areas

Non-Member Login

LANIGP Non-Member ID:

Password:

[Login](#) [Forgot Username/Password?](#)

Non-Member Area

Have you decided to join and receive our membership benefits?

If you already have a non-member profile, log in with your credentials. Once logged in, click on "Join" and then "Membership Application". The fields that you entered previously for the non-member profile should already be filled in. Complete the rest of the application, add the payment for the membership dues, and continue to process payment. You will then receive an email with either an invoice or a receipt. Thank you for joining!

Please login before proceeding to non-members areas

Non-Member Login

LANIGP Non-Member ID:

Password:

[Login](#) [Forgot Username/Password?](#)

- If you want to join to get membership benefits and pay your membership dues, You will then click on the Join → Fill out an application.
- After clicking submit, it will go to this screen.

Membership Type Payment Information All Done!

Membership Type

Your current membership expiration date is: 11/16/2017

Membership Dues

\$50.00 membership valid until 12/31/2018

Membership dues is \$40 per year for new and renewing members. Membership dues is per calendar year from January 1st - December 31st.

[Cancel](#) [Continue](#)

- You can continue to payment information and either pay or “bypass payment”, or hit cancel.

*Note – If you hit cancel – scroll down to section C

Membership Type Payment Information All Done!

Click here to bypass credit card processing and pay by purchase order, or check. Mail payment to LANIGP PO BOX 4445 Baton Rouge, LA 70804-4445

[Bypass Payment](#)

Credit Card Information

Name on Card

Expiration Month Expiration Year

Billing Information

Please enter information as it appears on the billing statement.

First Name

Last Name

Order Information

Item	QTY	Price	Total
Membership Dues	1	\$50.00	\$50.00
test test			
Subtotal:			\$50.00
Order Total:			\$50.00

- When bypassing payment, you will you will move to this screen and will have an invoice/order generated for the dues payment.

Membership Dues

Pay Membership Dues



Dues record added. The details are listed below and a copy has also been emailed to you.

[Print Receipt](#)

test test
Member: 42034476
test
test
test, LA 1314
134
lanigp@yahoo.com

Item	QTY	Price	Total
Membership Dues	1	\$50.00	\$50.00
test test			
Subtotal:			\$50.00

Order Total: \$50.00

Amount Paid: \$0.00

Amount Due: \$50.00

Payment Due

[Return to Member Area Home](#)

- Then you can click on Return to Member Area Home. You will then be prompted to log in.

Login

Account Type:
 Member Non-Member

Email, Member ID, or Username

Password:

[Forgot Username/Password?](#)

- You will not be able to log in until we approve your application.
 - Once we approve your application, you will receive a welcome email with your log in information.
- *Note – If you were previously a member and then your membership expired and you were moved into the non-member area, your old name and password will not

work. You must open your email and get that information again. However, you can set it back to your old one once logged in under the member information editor tab.

- You will have to set your password up from the email, however if you want to still have the same password from before, you can still set that up from the member information editor tab.

Member Information Editor

Saved

Login Information

You are able to login using your primary email address (lanigg@yahoo.com), Member ID (42034476) or Username (test). Enter a password only if you wish to replace the existing one.

Username

test

New Password

Confirm New Password

Save

Name

First Name:

test

Hide above field from:

Directory Other Listings

Last Name:

test

Hide above field from:

Directory Other Listings

Suffix:

- If you did not pay at the time of joining, you must pay your dues within the next 30 days or you will be moved back into the non-member list.
- First click on View my order history and check to see if there is an open membership dues order.

Member Area

Corporate Member Manager

Member Information Editor

Membership Dues

View My Order History

Chapter By-Laws

Chapter Constitution

Downloads

Logout

Filter By

Status:

All ▼

Filter

Print

Order	Date	Status	Total	Balance
Order #488 (Order Details) Member Dues Payment	01/23/2017	Open	\$40.00	\$40.00

Total Balance Due: \$40.00

Pay Balance

Rows per page: 10 ▼

- You can then pay your balance there.
- If you do not have an open membership dues order, you will need to click on the membership dues section to proceed with paying your dues.

C. Paying dues after submitting your application.

- You will not be able to log in until we approve your application.
- Once we approve your application, you will receive a welcome email with your log in information.

*Note – If you were previously a member and then your membership expired and you were moved into the non-member area, your old name and password will not work. You must open your email and get that information again. However, you can set it back to your old one once logged in under the member information editor tab.

- You will have to set your password up from the email, however if you want to still have the same password from before, you can still set that up from the member information editor tab

Member Information Editor

Saved

Login Information

You are able to login using your primary email address (*lanigr@yahoo.com*), Member ID (*42034476*) or Username (*test*). Enter a password only if you wish to replace the existing one.

Username

test

New Password

Confirm New Password

Save

Name

First Name:

test

Hide above field from:

Directory Other Listings

Last Name:

test

Hide above field from:

Directory Other Listings

Suffix:

- If you did not pay at the time of joining, you must pay your dues within the next 30 days or you will be moved back into the non-member list.
- First click on View my order history and check to see if there is an open membership dues order.
- To pay your membership dues – Click on Membership dues and you will be able to select and continue to process your payment.



Membership Dues

Pay Membership Dues

Membership Type → Payment Information → All Done!

Membership Type

Your current membership expiration date is: **12/30/2016**

Membership Dues
 \$40.00 membership valid until 12/31/2017
Membership dues is \$40 per year for new and renewing members. Membership dues is per calendar year from January 1st - December 31st.

Retired Member Dues
 \$0.00 membership valid until 12/31/2017

[Cancel](#) [Continue](#)

Member Area
Corporate Member Manager
Member Information Editor
Membership Dues
View My Order History
Chapter By-Links

*Note – If you are bypassing payment to mail us a check, please make sure you let us know by email or phone call so we can make sure your profile does not get moved into the non-member list.

Please email lanigp@yahoo.com or webmaster@langip.org with any questions