

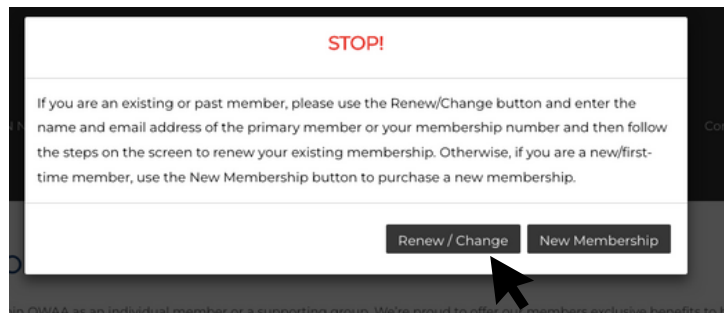
# RENEWING AS AN INDIVIDUAL MEMBER

Outdoor Writers Association of America

Please follow the steps below for renewing your Individual Membership

## METHOD 1

- 1 Go to the OWAA homepage at owaa.org
2. Do **not** log into your account. If you are already logged in, either log out or open an incognito window and repeat step 1.
3. Under the Join & Support drop down menu, select “Apply or Renew”. Scroll down to the blue renew button. (\*You can also click the “Join Now” button at the top of the page and will see the same pop up appear for step 4)
4. A pop up will appear that looks like the screenshot below. Select renew/change.



Search for your existing membership to renew at current level OR change level ✕

Individual  Organization

Membership Number  OR First Name  Last Name

Email

Membership No	Name	Amount	
			—

5. The "individual" radio button should already be selected but if it is not, be sure to click the “individual” radio button. Enter either your membership number OR your name and email as it appears in our database. (If you are unsure of either of these, reach out to info@owaa.org). Select "Search Membership" for your membership and click renew.

Search for your existing membership to renew at current level OR change level ✕

Individual  Organization

Membership Number  OR First Name  Last Name

Email

Membership No	Name	Amount	
2021181	Active	\$150.00	<input type="button" value="Renew"/> <input type="button" value="Change"/>

Search for your existing membership to renew at current level OR change level ✕

Individual  Organization

Membership Number  OR First Name  Last Name

Email

Membership No	Name	Amount	
2021181	Active	\$150.00	<input type="button" value="Renew"/> <input type="button" value="Change"/>

continue to the next page...

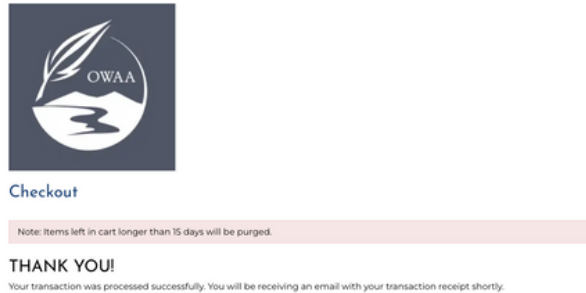


# RENEWING AS AN INDIVIDUAL MEMBER

Outdoor Writers Association of America

6. You will be taken to another page for checkout and see the membership renewal in your cart. **Scroll down and you will be prompted for your card.**

7. Click checkout and you will see the page change and look like the screenshot below.



8. In a few moments after your payment processes, you will receive a pending approval email. Once your payment is processed, you will receive an approval email and a receipt.

Continue to next page for a second way to renew your membership...



# RENEWING AS AN INDIVIDUAL MEMBER

Outdoor Writers Association of America

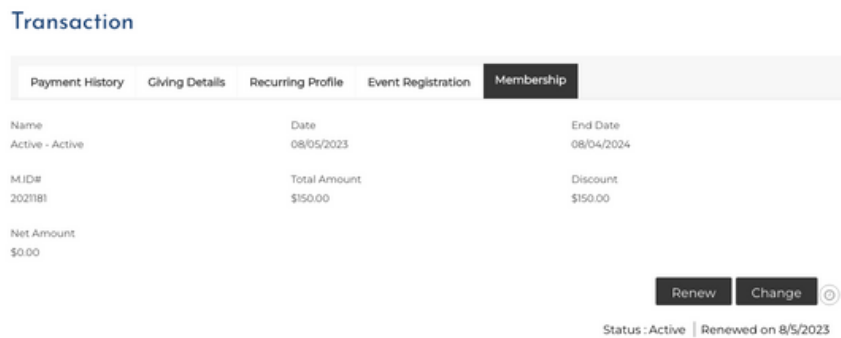
Please follow the steps below for renewing your Individual Membership

## METHOD 2

- 1 Go to the OWAA homepage at owaa.org
2. Log into your account.
3. On the dropdown with your name, click "My Transactions" (see the screenshot below).



4. Select the membership tab.



5. **Select the Renew button.** You will be redirected to a page with a header that says "Apply Now" and has different steps for current, former, and new members. **Scroll down the page.** You will find your membership type listed (Active, Associate, Student etc). Continue to scroll down. *\*\*You should be seeing information from your original application (address, professional skills, etc). You can take this opportunity to update this information or just continue to scroll to the bottom of the page.*

*continue to the next page...*



# RENEWING AS AN INDIVIDUAL MEMBER

## Outdoor Writers Association of America

6. Be sure that you have selected the checkbox agreeing to OWAA terms and bylaws (see screenshot below). If this is not selected, you cannot submit your renewal.

I hereby submit this application for membership in the Outdoor Writers Association of America and I have authorized the required payment. I certify that all the information is accurate. I understand that application processing may take up to six weeks. If accepted for membership, I hereby agree to be bound by the OWAA Bylaws, Declaration of Principles, Creed, Mission Statement and Code of Ethics. I understand that my contact information will included on the membership mailing for use by members, supporting groups, and others authorized by OWAA; and to be removed from this list, I need to contact OWAA staff. I understand that my credentials may be audited periodically to determine if I continue to meet membership requirements. If further documentation such as proof of publication or student status is required, I agree to send it to [info@owaa.org](mailto:info@owaa.org) in order to complete my application. \*

I agree

7. Continue to scroll down and you will be prompted for payment. Finally, click "Send for Approval". The "Send for Approval" button is **not** creating a duplicate membership for you.  
8. In a few moments after your payment processes, you will receive a pending approval email. Once your payment is processed, you will receive an approval email and a receipt.

**Thank you for your continued support of OWAA!**

We appreciate your attention to this process, which we hope will save you time as you renew.

If you have any questions about the steps above, please don't hesitate to reach out to [info@owaa.org](mailto:info@owaa.org).

