For Chamber Members

How to Update Your Company Name, Address, and Contact Info:

- Navigate to the MEMBERS ONLY login page.
- Enter your MEMBER ACCOUNT login information. This should be your four digit MEMBER ID # and corresponding password. *(Please contact the office if you do not know your MEMBER (ADMINSTRATIVE) login information.)*Select "Login" below the "Member #" and "Password" Fields.
- A new page will load; your MEMBER ACCOUNT profile.
- The first tab on the left is your "Basic Info" tab. This should populate when the page loads. Here you can update your Company Name, Address, Phone, Fax, Main Email, and Website by simply filling out the corresponding fields on the page and selecting "Save" at the bottom when complete.

Let us know if you have any questions.