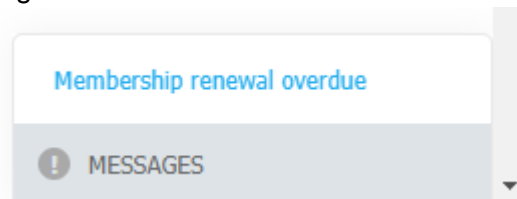


Setting Up Recurring Payment Method

If you do not have a recurring payment method saved (NOTE: It appears that when former members rejoin, they do not get the option to save a recurring payment method) your membership will expire, lapse, and be suspended if not addressed. To avoid this and all the effort required by the member and Makersmiths volunteers to track and resolve it you can take the following steps.

1. Log in to the Makersmiths website (<https://www.makersmiths.org>).
2. If you have passed your renewal date you will have received a "Membership Renewal Due" email and when you log in to the website you will see a "Membership renewal overdue" message at the bottom-right corner of the site. You can click on



this message to proceed to the next step

If you have NOT yet passed your renewal date you can click on your name in the upper left corner of the page.

3. Once you have clicked on the message or on your name you will go to your profile to see the option to "RENEW TO MM/DD/YYYY":



My profile

[EDIT PROFILE](#) [My directory profile](#)

[Profile](#) [Privacy](#) [Email subscriptions](#) [My event registrations](#) [Invoices and payments](#)

Membership details

Membership level **Individual - Monthly - Recurring - \$50.00 (USD)** [Change](#)
Bundle (up to 1 members)
Subscription period: Monthly
Automatic renewal (recurring payments)
Stop recurring payments to change level or renew manually.

Membership status **Active**

Member since 03/06/2020

Renewal due on 05/15/2023

[RENEW TO 06/15/2023](#)

4. Click the [RENEW TO MM/DD/YYYY] button. You will be prompted to update/confirm your contact information. Verify your information and click [UPDATE AND NEXT]:

[UPDATE AND NEXT](#)

5. You will be on the “Review and confirm” page. Click [PAY ONLINE] to be directed to our payment processor (Stripe):



Membership renewal

Review and confirm

Renew to 06/15/2023
Individual - Monthly - Recurring - \$50.00 (USD)
Bundle (up to 4 members)
Subscription period: Monthly
Automatic renewal (recurring payments)

Current status Active

Total amount **\$50.00 (USD)**
Applicable recurring charges will be billed for your first monthly payment and then automatically starting on 06/16/2023 and monthly thereafter

VISA Mastercard DISCOVER AMERICAN EXPRESS

CANCEL

BACK

PAY ONLINE

6. Enter your payment information and click [Pay]:

By confirming your payment, you allow Makersmiths, Inc. to charge your card for this payment and future payments in accordance with their terms.

Check out as guest

7. If all goes well you will be returned to the Makersmiths “Payment successful” page:

Payment successful

Invoice details

Balance due \$0.00

Amount \$50.00
\$50.00 paid on 05/16/2023

8. Recurring payments should now be set up.