

SUGGESTIONS FOR NAVIGATING THE LWVUS DUES PORTAL

- Page 1: Log in or Sign in:
 - Type in your email, then check your email inbox to get a code
 - Locate email from League of Women Voters <no-reply@chapterspot.com>
 - click the button on the email or return to the page asking for the code
- Page 2, asks for the code
- Page 3: Profile Information —each field with a red asterisk requires a response
 - Note that some fields give you the option of selecting “I prefer not to answer”
 - If it doesn’t let you continue, check if you’ve left any required field empty
- Page 4: Join or Renew your membership
 - Your state League: **NY**
 - Your local League: **LWV Of Port Washington-Manhasset**
 - Then you select how much you want to pay for dues —
if you want to pay less than \$75,
scroll to the bottom of the dialog box to
“Choose Your Own Amount ‘Minimum \$25’
and fill in \$25 in the pop-up
 - Check the box if you wish to automatically renew next year
- Page 5: Do you wish to add a contribution/donation to PWM?
If you do, this 100% tax-deductible donation will go to PWM
We would appreciate your adding at least \$5 or \$10 in donation to your dues if you pay less than the \$75 suggested dues.
- Page 6: You are finally at the payment page. Amex is not allowed as a payment method. Visa, MasterCard, and others are allowed.

After you have paid, there will be additional (optional) pages asking you about your interests — should you want to complete these later, feel free.

You will get a receipt by email from <membership@lww.org> detailing 3 different amounts paid to PWM (your local League), NYS (your state League), and LWVUS (the national League) — and a separate charge for any donation you may have made. (Thank you!) The three (or four) charges