



## Did you know?



NPHIC members are able to renew their annual NPHIC dues directly from [NPHIC website](#). A huge Thank You, to those members who have already done this for us.

### Simple step-by-step instructions to pay your dues:

#### How do I pay my dues online?

1. From [NPHIC home page](#), simply login to the Membership Portal (button located on the top of the home page). If you forgot your login, there's a "Forgot Login?" button to reset.
2. From the top of the page, select "**Member Only**" which will provide drop down menu. Select, "**Pay Dues**" – second from the bottom of menu.
3. From the top of page, underneath your profile picture, select "**Dues**"
4. Select "**Pay Now**" button (*if you prefer, you can also choose [mail in your payment](#)*). On next screen look for **Pay with Debit or Credit Card** (bottom of screen) \* You don't need a PayPal account in order to use NPHIC's payment system.
5. Complete credit card form, click, "**Pay now as guest**" located at bottom of screen in blue box.

### Frequently Asked Questions:



#### **Q. Will I get a credit card payment receipt?**

*A. Yes, once you've completed and submitted the credit card payment information you will receive an automated receipt from the system.*

#### **Q. Do I need to have a PayPal account in order to pay by credit card?**

*A. No, NPHIC uses PayPal for processing credit cards, you do not need your own PayPal account in order to process your credit card payment. There is a "Pay now as guest" option.*

#### **Q. Where do I mail a check for my dues?**

A. NPHIC's mailing address: NPHIC, 986 Hidden Hollow Drive, Marietta, GA 30068