



Did you know?



NPHIC members are able to renew their annual NPHIC dues (January 1, 2023 – December 31, 2023) directly from the 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 directly from the NPHIC membership portal:

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. My organization needs an invoice in order to process the payment. Can you send me an invoice?

A. Yes, please send an email to [Loree Tengzelius](#) to request invoice.

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

A. NPHIC's mailing address: NPHIC, 225 Reformation Pkwy, Suite 200, Canton, GA 30114