

RENEWING YOUR MEMBERSHIP

1. Login to your Portal account. If you have not yet created your Portal account, visit <u>Creating a CKC Portal Account.</u>



- 2. Once logged in, you will arrive at your Dashboard.
- On the right hand side of your Dashboard, there is a section called Quick Links. At the bottom of this section, click the red button labeled "RENEW MEMBERSHIP."



4. The membership renewal page provides a simple process to renew. Select your preferred membership renewal option and click the **red "SUBMIT**" button.

Membership Renewal	
Please select the Membership to renew for the period:	
Basic Membership (\$54.00)	
Membership Plus (\$108.00)	
Submit	

5. Once you have submitted your preferred membership renewal option, you will be directed to your Cart Summary.

Му СКС 👻	XC ▼ My Dogs ▼ Events ▼		Clubs 👻	Applications 👻	Resources 💌	Order Desk		
Cart Sumn Product Title	nary	Quantity	Price	Description		Total Discount	Tax	Amount
Basic Membership		1	\$54.00			-\$0.00	\$7.02	\$61.02
						Sub Total		\$54.00
						Taxes		\$7.02
						Total Amount		\$61.02

6. Click the **red** "**PAY/CHECKOUT**" button and submit your payment details to complete your membership renewal.





IMPROVE YOUR MEMBER PORTAL EXPERIENCE

It is our recommendation to use Google Chrome as your default browser for optimal performance when using the CKC Portal.