

# Online Renewal Fact Sheet

AMT is transitioning to annual membership renewals online starting 1 February 2019!

Not only is this better for the environment, it will save the association costs in relation to printing, posting and admin processing time – which we can instead spend focusing on your queries.

It works out better for you in other ways as well: your membership certificate will be much easier to access AND can be printed as many times as you need, so you can display it in multiple clinics or take a copy on the road with you doing mobile work.

## How it's going to work

**Renewal notices** will now be sent via email and SMS.

We also recommend setting your own annual reminder to be extra organised. (If you have opted out of SMS notifications, you will only be notified via email.)

**A Membership Certificate PDF and Status Letter** will be emailed to you upon renewal.

These can also be accessed any time of the year **at the bottom of your profile page** in the Members Portal <https://members.amt.org.au/>

**Receipts** will be emailed to you from a staff member once your payment has been received and processed.

If you've never renewed online or logged in to the members portal, do not fret! We have video tutorials from Olly the AMT office dog available on our YouTube channel, showing you step by step how to take control of your membership.

Check out the AMT Database Tutorial Videos [here](#).

And we will happily supply telephone support to members who struggle with technology. Just call us on 02 9211 2441.

Not sure how to print your own membership certificate? Officeworks can print a single PDF on 250gsm paper for only 25c! Find your local store here:

<https://www.officeworks.com.au/shop/officeworks/storelocator>