

1 Navigate to: <https://www.a4pt.org/login.aspx>

## Log into your APT account

Welcome to the APT community! Please log in below to access your profile and the Member's Only areas. If you are not a member yet, join today - we'd love you to be part of our community.

Sign in using your social profile

 Login with Facebook

 Login with LinkedIn

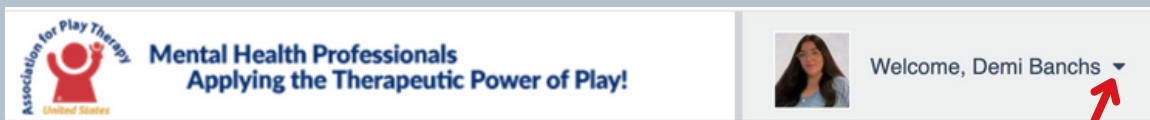
OR

Sign in using your credentials

Remember Me

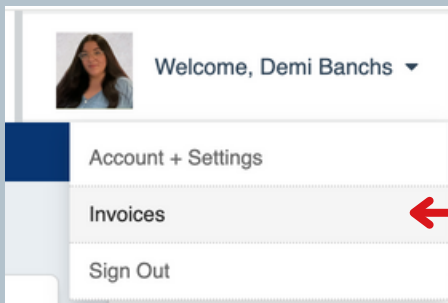
2

3 Click the **drop down arrow** located **to the right** of "Welcome, \*your name\*"



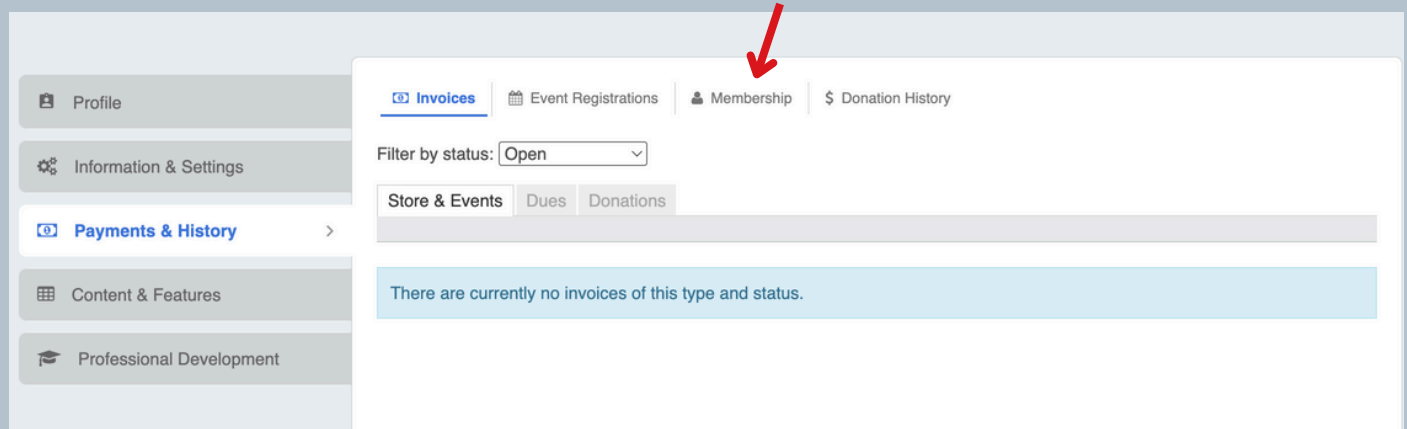
3

4 Click the **invoices** option



4

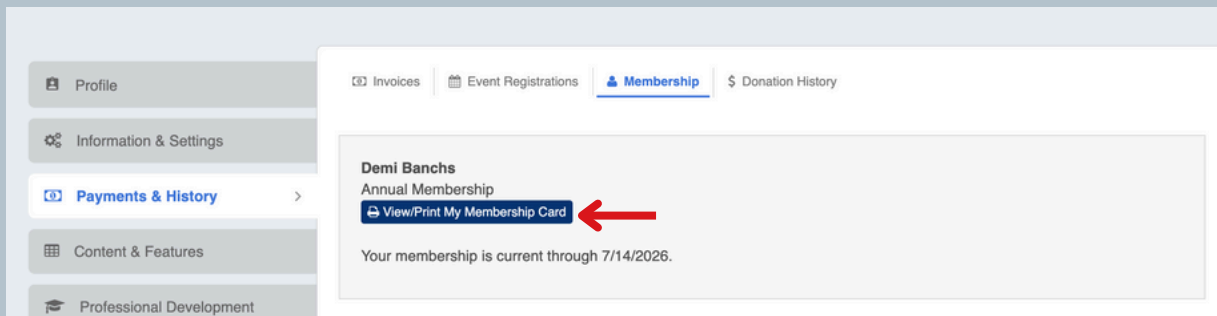
5 Click the **membership** tab



5

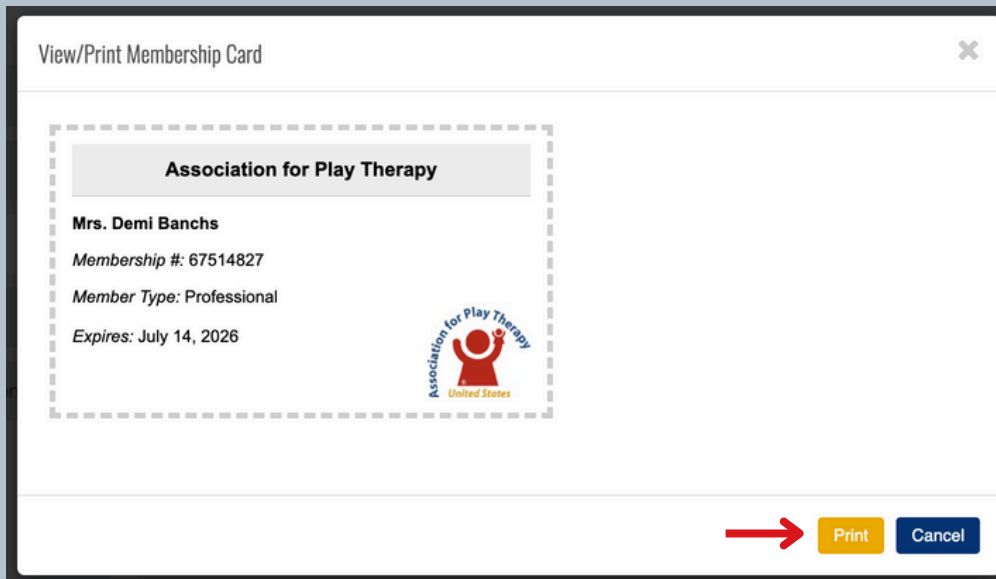
6

## Click **view/print my membership card**



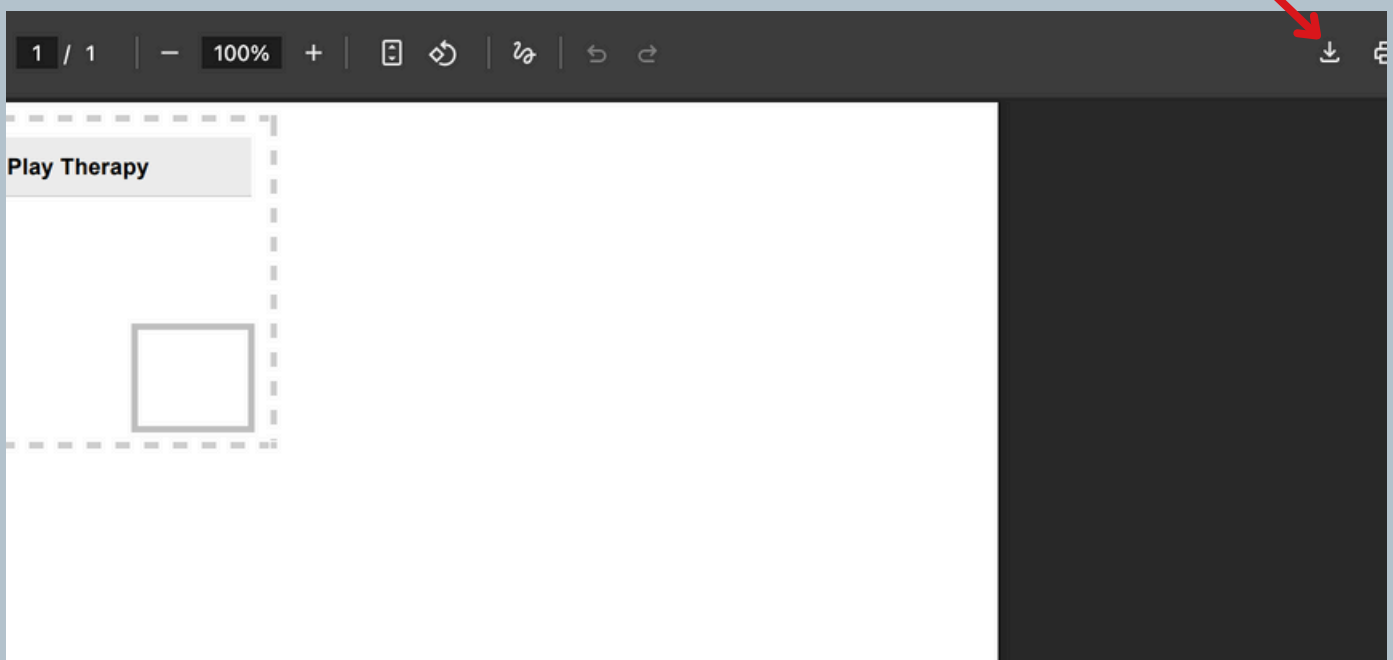
7

## Click **print**



8

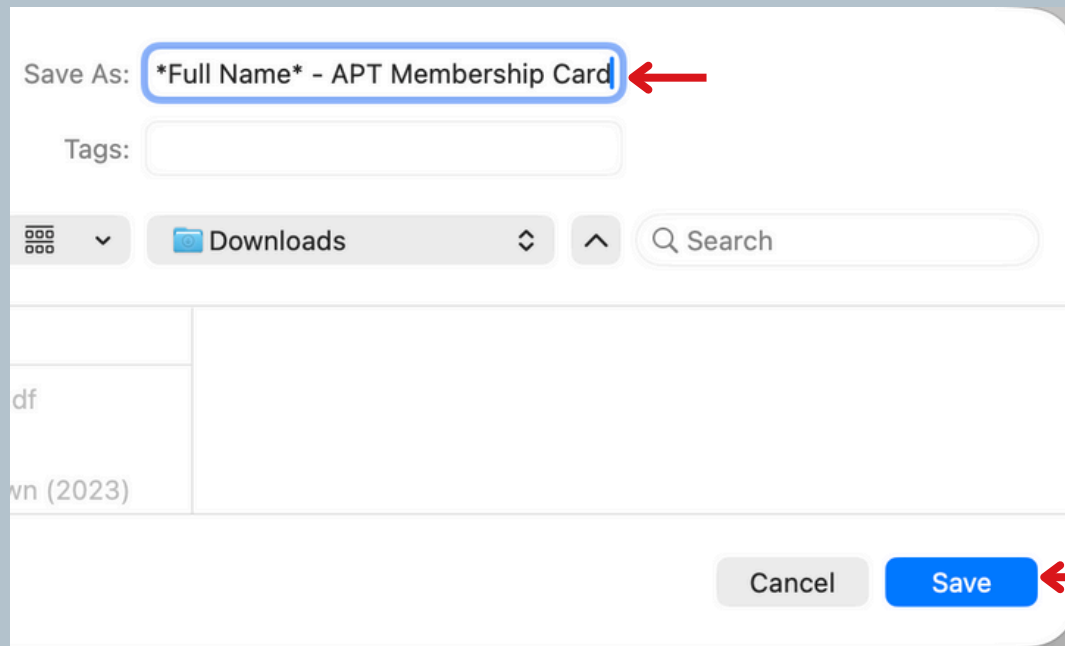
## Click **download icon**



Save as **\*Your Full Name\* - \*State Branch Abbreviation\* APT Membership Card**

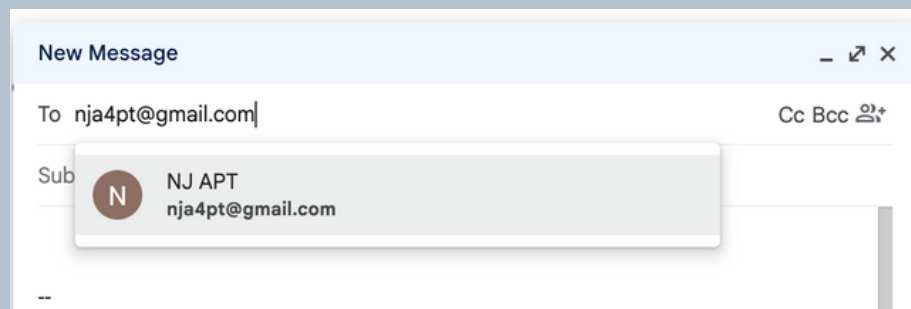
Example: "Demi Banchs - NJ APT Membership Card"

9



Compose new email to **nja4pt@gmail.com**

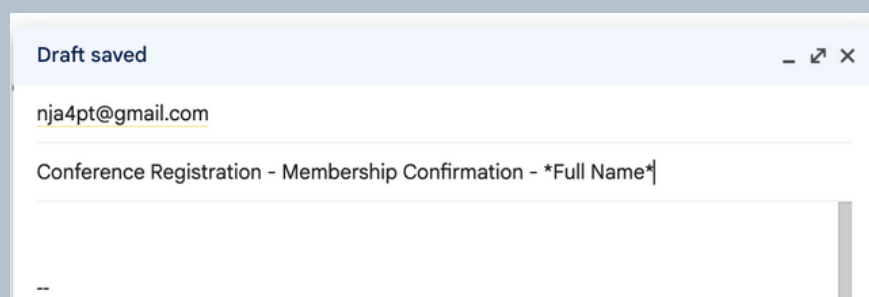
10



Type into subject line **Conference Registration - Membership Confirmation - \*Full Name\***

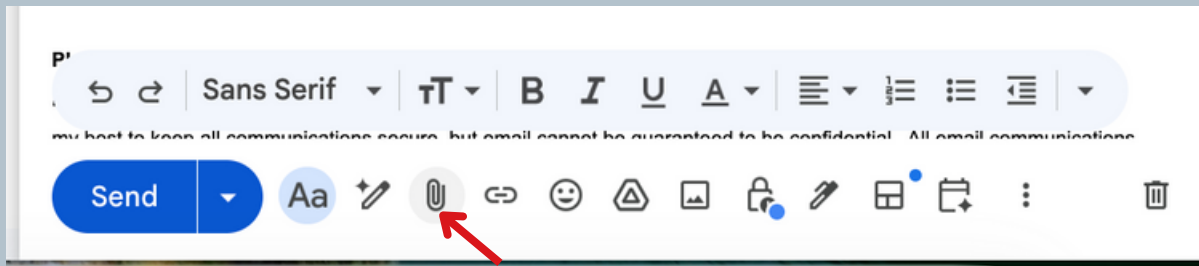
Example: Conference Registration - Membership Confirmation - Demi Banchs

11



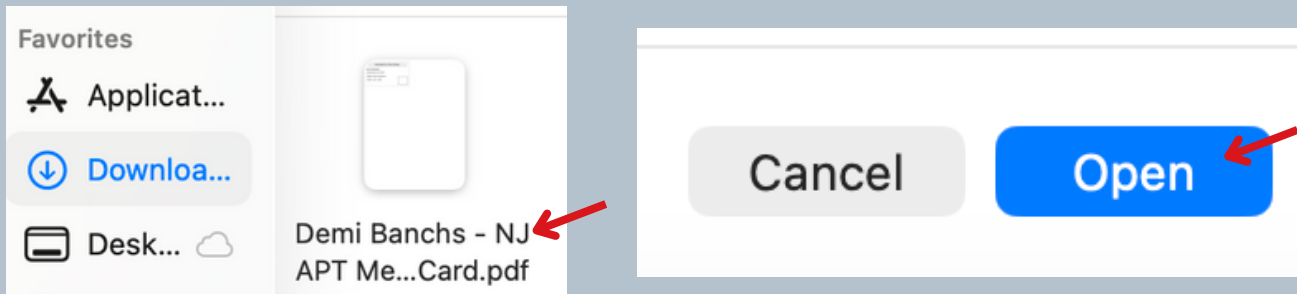
Click **Attach Files** Icon

12



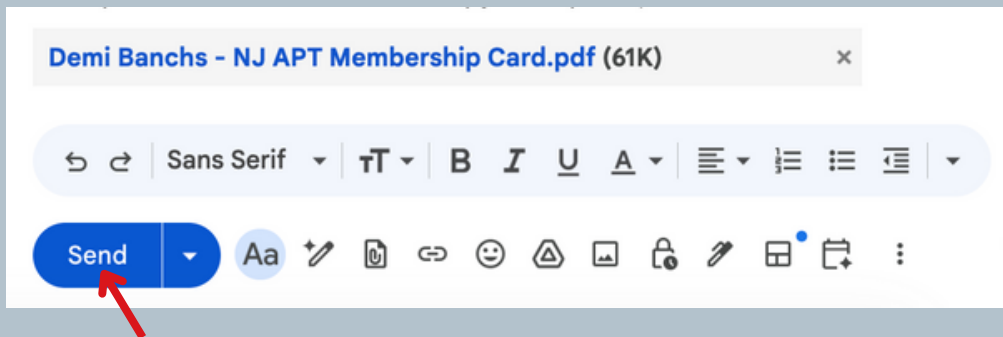
Click the **file** in your downloads & then click **open**

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You should now see the attachment at the bottom of the email. Once you see this, you can click **send**.

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You've now completed the steps required to submit your proof of APT Membership! Congratulations!

**We look forward to seeing you at the conference.**