

Renewing Your Business Membership on MyACM

To access MyACM got to Member Login on the top right of our webpage navigation bar-



Click on Member Database-



Login to your account; if you have your credentials saved to your device this step will be bypassed and you'll go directly to your MyACM account.



For a First Time Login-

I. Go to <u>https://myacm.childrensmuseums.org</u>, select "Click here to reset your password", and follow the steps to access your account.

2. Under the Account tab: Review your profile information and make any necessary changes.



Once in your account, click on the **Organizations** tab-

Blake Wigd	ahl (Design Anthropologist) My Profile
add	#16334 Process Curiosity 333 W 700 S Salt Lake City, Utah 84101-2609 ≪ United States ✔(801) 592-9054 Edit ♥ blake@processcuriosity.com Edit

As a designated account manager for the organization, you'll see a Manage button. Click that-

Blake Wigdahl (Design Anthropologist) MyProfile							
★ Overview C Account II Organizations	📜 Purchases						
Organizations	1 [1 to 1 out of 1 records]			۲			
	Name	Relationship	Relationship Start Date	Manage			
	Process Curiosity	Process Curiosity is Primary Employer of Blake		Manage			
		> Blake is Primary of Process Curiosity					
	1						

In the Organization window that opens, click the orange **Renew** button on the right-

Process Curiosity My Organization					
★ Overview C Account 💄 Individuals 🐂 Purchases					
add	4 #12560 333 W 700 S	Pay Open Balances Search for Open Balances >			
	Salt Lake City, Utah 84101-2609 ☆ United States Edit ✓ (801) 592-9054 Edit ⊠ No Primary Email Add ⇔ https://www.processcuriosity.com Edit	Membership			
		BUSINESS ASSOCIATE Rensw 3 EXPIRED: 4/30/2023			
🖾 Add Image	NO ACTIVE MEMBERSHIP				

The Membership Purchase Wizard will open.

Be sure to enter "0" for the total operating income.

Businesses need not provide income level (this is needed to determine museum membership levels). Click next-





The business memberships will appear, select your renewal level and proceed to payment in check out. A confirmation will be automatically sent.

