

MEMBER UPDATE SPOUSE/PARTNER INFORMATION

1. GO TO THE AHCA WEBSITE BY ENTERING <https://healeyclub.org/>











2. Click on MEMBER LOGIN top left on the screen.

Enter your Username and Password.

Click Login.

Click Forgot My Username/Password, if you have forgotten your login information. When prompted, enter your email address and first name, and a password reset email will be sent to you.

3. After login, your Name will appear where Member Login was displayed on the Left Side of the Screen. Click on your name and select Profile. Your Member Profile page will be displayed. Go to the More Member Options and Click on Regions/Additional Members.

 Basic Member Information Click here to edit your basic contact information such as your address or phone number.	 Additional Member Data Click here to answer additional questions about yourself that pertain to your membership.	 Member Directory Click here to edit your public member directory profile such as your bio information and set what is visible to members or the public.	 User Name / Password Click here to change your login information.
 More Member Options <ul style="list-style-type: none">Credit CardPrivacy/Cancel/RemoveOptional Additional ChargesRegions/Additional Members	 Histories <ul style="list-style-type: none">Transaction HistoryPayment/Credit HistoryEvent HistoryDonation HistoryVolunteeringDiscretion History	 Forums <ul style="list-style-type: none">Forum General PreferencesForum MembershipsThread Subscriptions	 Your Website Functions <ul style="list-style-type: none">InterestsRegistryDownload Bank



MEMBER UPDATE SPOUSE/PARTNER INFORMATION

4. On the Regions/Additional Members Tab.

If Spouse/Partner Exists, click on the pencil to edit.

REGIONS/ADDITIONAL MEMBERS MIKE SCHNEIDER

This page allows you to add admin only & spouse/partner members (if enabled) to your account, and/or to add regions (if enabled).

Mike J Schneider (Primary Member)	0.00		Add Region
KY - Bluegrass Austin-Healey Club, Inc.	0.00		Remove from Region
Admin Use Only		Add	
No admin use only defined.			
Spouses/Partners		Add	
Arlene Schneider	0.00		Edit Bio Additional Data Remove
KY - Bluegrass Austin-Healey Club, Inc.	0.00		
Total	0.00		

[Save](#) [Cancel](#)

Help

This page allows you to add admin only spouse/partner members to your account members to regions. The features on this page are based on your membership type and your selections. Links may appear or disappear on the number of selections allowed or additional information, move your mouse over different items on this page.


If Spouse/Partner does not exist, click on Green Circle with a Plus to Add

REGIONS/ADDITIONAL MEMBERS

This page allows you to add admin only & spouse/partner members (if enabled)

Linda Subg (Primary Member)	0.00		Add Region
7 - AHCA	0.00		Remove from Region
Admin Use Only		Add	
No admin use only defined.			
Spouses/Partners		Add	
No spouses/partners defined.			
Total	0.00		


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5. Complete the form for either Add or Change. All fields with a  is a required field. Click Save when complete.

Add Spouse/Partner

Specify the name and contact information for this additional member attached to your account. Click "Save" to save your changes and return to the list of additional members, or "Cancel" to return without saving.


Salutation [Select](#)

First Name 


Last Name 


[Click here](#) to copy address and contact info from the primary member.


Country United States of America [Show All](#)


Address 1 

Address 2

City 

State 

Zip Code 

Timezone [Show All](#) 

Email

Phone

Mobile Phone

Company










Title

6. To Remove a spouse/partner Click on Remove. When complete click Save.

REGIONS/ADDITIONAL MEMBERS

MIKE SCHNEIDER

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Mike J Schneider (Primary Member)	0.00		Add Region
KY - Bluegrass Austin-Healey Club, Inc.	0.00		Remove from Region
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Spouses/Partners		Add	
Arlene Schneider	0.00	   	
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