## Joining the NBEA Online Directions for First-time Members

- 1. Go to our website <u>nbea.ca</u>
- 2. Click on the **Membership** drop down menu found along the top of the page.



## 3. Select Sign Up.



4. This will take you to the **About You** page where you fill in basic information and choose a **user name** and **password** for yourself.

5. Next you will be taken to the **Household and Contact** page where more details can be filled out. Don't forget to click on "**✓Save**" at the bottom.

6. Now you are registered in our database, but not yet an NBEA member. Go back to the **Membership** menu and click on **Online Purchase or Renewal - Membership**. This will start you through the membership walk-through that will take you step-by-step

through the process to purchase your NBEA membership online using a Visa or Mastercard credit card.



7. Once you have completed the walk-through, an email will automatically be sent to you, confirming your membership and containing a link where you and any of your household family members may print your membership card.

If you have any questions or difficulties, contact us at <u>horses@nbnet.nb.ca</u> or leave a message at 506-454-2353 and we'll get back to you as soon as possible.