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| How to make/update a payment |
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| If a household member wishes to update their credit card information on file, they will follow these steps:1. Login to your registration dashboard.  Click the 'My Profile Dashboard' tab at the very top of the page.2. Click on the Household Information tab from within My Account Information3. Click on View Registration Order history:https://demosphere--c.na2.content.force.com/servlet/servlet.ImageServer?id=01540000002OcRJ&oid=00D300000005xLH4. Click on the order for which you wish to edit payment information 5. Click on the blue edit payment button if an existing card is on file:https://demosphere--c.na2.content.force.com/servlet/servlet.ImageServer?id=01540000002OcRO&oid=00D300000005xLH6. If no payment is currently on file, members can click the credit button to make a credit card payment (even if the member previously elected to pay by cash/check):https://demosphere--c.na2.content.force.com/servlet/servlet.ImageServer?id=01540000002TqVE&oid=00D300000005xLH |

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Related Attachments

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