Need help accessing and paying your Annual Fees online? Use these step-by-step directions to guide you!

From the website, Sign In using the teal button on the top. Once you are signed in, this button changes to Sign Out and a second button appears with your first name. Click this button to get to My Account and your profile information.



If already Signed in, you may also access via the Dues store link:

Sign Out Name Co	art My Course Access f	Sin 🤇 Keyword Search	ľ
CATION MEMBERSHIP	STORE MEMBERS ONLY	ACCREDITATION RES	OURCES
	STORE HOME		(<u>select)</u>
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Sector Bone OF C	Join - Physicians	Pay My Dues	
4	Join - Other Health Care Professionais		
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	CONTINUING EDUCATION		
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dated website. We apprec	CART		ance.
Thank	/ou!		

Click Pay My Dues or click on your name button to access My Account to view and edit your Profile and Annual Fee information. Look for your Dues Balances in the center of the page. Click "Pay" to proceed to checkout.

Contact Info	Addresses	Membership Details	
Contact	Info		۵ 🖋 🔺
Prefix		First Name	
Middle Name		Last Name	
Suffix		Professional Designation	
Informal Name	2		
Company		Job Title	
Work Phone		B Mobile Phone	
Fax		Email	
ues Balai			\$245.00
<u>'ay</u> 20	17 Annual Fee	es	\$245.00

More than one year due? You will need to call the office at (800) 998-6030 or (727) 569-1090 to pay over the phone with a credit card.

Your membership is about to expire.	Click on the Pay Dues button to put your annual fees in your shopping cart.
No invoices due at this time.	Receiving this message? Find your Cart button on the top of the page. Click to return to your shopping cart where your dues billing may appear.
Pay Dues	Cart My Course Access

Once your dues are in your cart, you **must enter payment information** or **choose to pay later** to empty your cart.

<u>To Pay Now</u>, choose your credit card type in the Payment Method drop down box. Then, follow prompts to enter credit card information and billing address. Click on Submit Order to send your payment.

Invoices

Invoice Number	Description		Balance
86883	2017 Annual Fees for the period from 01/01 CHCQM	/2017 through 12/31/2017	245.00 Pay Later
		Cart Charges	
		Invoice Total	245.00
		TRANSACTION GRAND TOTA	245.00
		Payment Details	5
		Payment method DN	U Cash-Bank of America
		Check number	
		Check Amount 245.0	0

Need a Receipt? A payment confirmation will come up on the screen that may be printed, you can enter an email address to send an additional confirmation, or check your email...payment confirmation is automatically sent to the email address we have on file when the payment is submitted. If you need a copy later, you will need to contact us to request.

To Pay Later, you must click on the Pay Later link next to the dues balance to cancel your order. If you close the screen or it times out, your Pay Now button may no longer allow you to click through, follow the directions above for retrieving your dues cart.

Need further assistance, do not hesitate to contact us: <u>abqaurp@abqaurp.org</u> (800) 998-6030 or (727) 569-1090 Monday – Thursday 7:00 A.M. ET to 5:30 P.M. ET