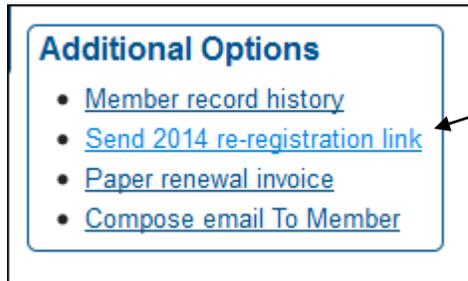
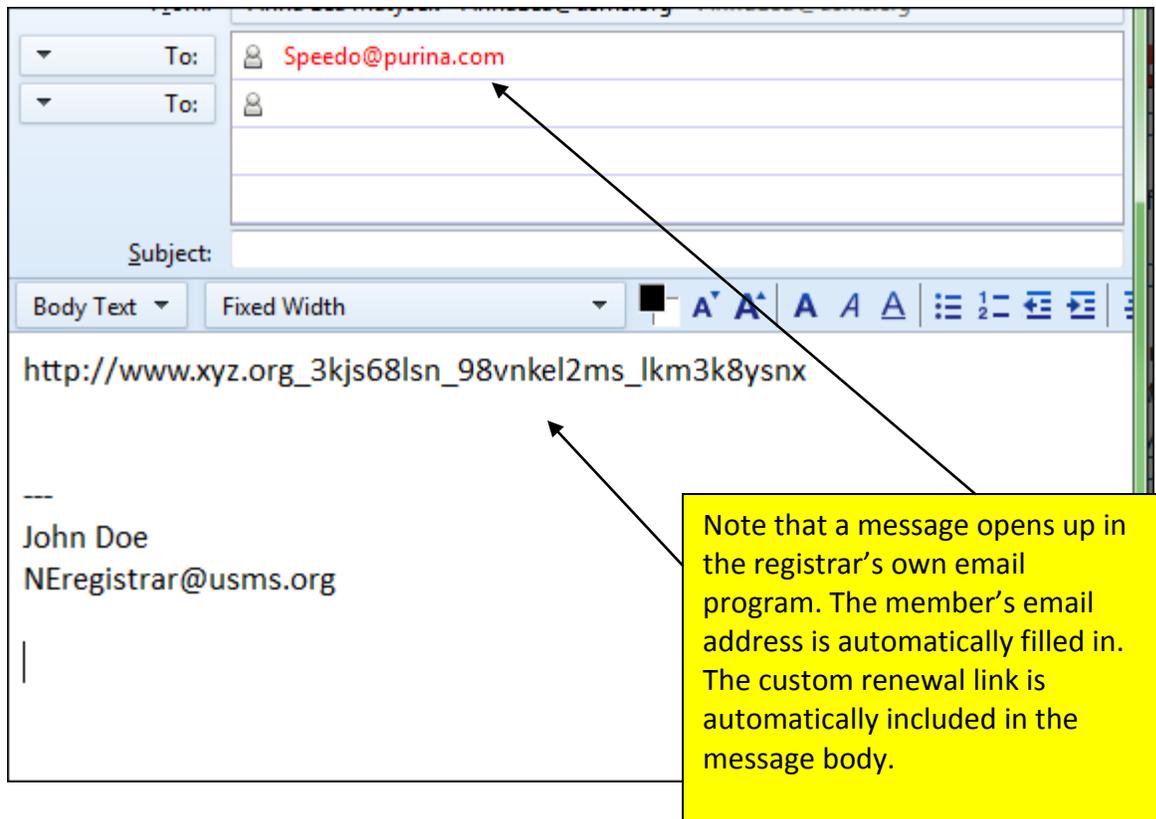


Sending a Customized Renewal Link to One Member

You can send a customized renewal link to one member whose membership has expired. There are two methods to do this.



Select "Send 2014 re-registration link" to send through your own email program



Additional Options

- [Member record history](#)
- [Send 2014 re-registration link](#)
- [Paper renewal invoice](#)
- [Compose email To Member](#)

Select "Compose email to member" to send the link through the registration system.

Contact Members via Email - USMS Registration

Email Subject

News from the New England LMSC

Preview

Clear/Reset

Email Content

Using one of our [available tags](#) will substitute the individual member's information into the email.



Dear NE-LMSC Member [[First Name]],

Here is a registration link for you.

[[Registration Link]]

Very truly yours,

John Doe

Your esteemed NE-LMSC Registrar

PO Box 888

Boston, MA 88888

The [[Registration Link]] tag is typed into the body of the email. More information on the use of tags is found in the Compose Email tutorial.

Preview Email

Clear/Reset Email Form

When you are done typing, click "Preview Email"

Here is a preview of what the message will look like. If it looks satisfactory, click "Submit & Send Email."

[Submit & Send Email](#)

[Go Back & Edit Email](#)

Preparing to send email to 1 recipient...

Preview Email (Substituting using your information)

Not all links will work in this preview. It is for information only.

Subject Line: News from the New England LMSC

Dear NE-LMSC Member **Speedo**,

Here is a registration link for you.

Click the button or copy and paste the link into your browser to renew your registration. For your security do not forward this personalized link to anyone else. http://www.xyz.org_3kjs68lsn_98vnkel2ms_lkm3k8ysnx

Very truly yours,

John Doe

Your esteemed NE-LMSC Registrar

PO Box 888

Boston, MA 02288