



Pay dues

Click Pay dues from the Conduct Club Business screen.



This screenshot shows a user interface for managing a club. At the top, it says "You're currently managing: 01350487 - Central MS Advanced TMC" with a red "EXIT" button to the right. Below this is a list of menu items: "Submit membership application(s) - rew/dual/reinstate", "Pay dues", "Update my club meeting information", "Search Club Receipts", "View/Update/Print my club officer information", "Update my club mailing address", and "Submit education award(s) for club members". A blue arrow points from the left towards the "Pay dues" option.

Select the date range for which you want to search, then click SUBMIT. New members will be “in the future,” but reinstating members should be found under “equal any date.”



This screenshot shows the "Pay Dues for My Club Members" screen. At the top, it says "Club Central :: Conduct Club Business :: Pay Order" and "You're currently managing: 01350487 - Central MS Advanced TMC" with a red "EXIT" button. The main heading is "Pay Dues for My Club Members". Below this, there is a section "Find orders with" and a label "End Date" followed by a dropdown menu showing "in the future". A red "SUBMIT" button is located below the dropdown.



Select the member(s) for which you want to pay, enter the credit card information in the space provided, and then click PROCESS PAYMENT.

Pay Dues for My Club Members

Find orders with

End Date

SUBMIT

Sort Results By

Check All/ Uncheck All <input type="checkbox"/>	Member Name	Member Number	Description	Order Number	Amount
<input type="checkbox"/>			TI - Club Mbrship District 43 01-Apr-2013 to 30-Sep-2013	9001939787	\$36.00
<input type="checkbox"/>			TI - Club Mbrship District 43 01-Jul-2013 to 30-Sep-2013	9002287784	\$18.00
<input type="checkbox"/>			TI - Club Mbrship District 43 01-Apr-2013 to 30-Sep-2013	9001928701	\$36.00
<input type="checkbox"/>			TI - Club Mbrship District 43 01-Apr-2013 to 30-Sep-2013	9001938048	\$36.00
Check All/ Uncheck All <input type="checkbox"/>					

Total: \$ 0.00

	Payment Information	Billing Address of Card
Card Type *	<input type="text"/>	Country * <input type="text" value="-- Select --"/>
Card Number *	<input type="text"/>	Address line * <input type="text"/>
Expiration *	<input type="text" value="January"/> <input type="text" value="2013"/>	City * <input type="text"/>
Name On Card *	<input type="text"/>	State/Province * <input type="text"/>
		Postal Code * <input type="text"/>

PROCESS PAYMENT



The Pay Order Thank you page shows your payment was accepted.

:: Club Central :: Conduct Club Business :: [Pay Order Thank you page](#)

You're currently managing: 01350487 - Central MS Advanced TMC [EXIT](#)

Central MS Advanced TMC (01350487)
Order Number: 9002287784
Order Date: 7/4/2013
Ship To:

TI - Club Mbrship District 43 01-Jul-2013 to 30-Sep-2013 \$18.00

Payment Information	
Date: 07/04/2013 2:28 PM	Amount Due: \$18.00
Visa \$18.00	Amount Paid: \$18.00
Billing Address:	Balance Due: \$0.00
Central MS Advanced TMC 8004 Lakeview Blvd Byram, MS 39272 United States	

[BACK TO SEARCH RESULTS](#)

Toastmasters International will send you an email confirming the submitted payment(s).

Semiannual Dues Renewals

Membership renewals are due by October 1st and April 1st.

Select the option of **“in the future”** to pull up all orders with a future membership end date.

Select the members you wish to pay for and follow the prompts to submit payment.

Important notes from Toastmasters International regarding membership payment processing:

1. There must be a minimum of **EIGHT** members paying dues, and three must be renewing.
2. Renewals can be submitted online, by mail or by fax.
3. We do not advise submitting renewals by email as it is not secure.
4. If paying by check, you can print the list with the renewing members indicated and mail it, along with payment, to Toastmasters International. Checks must be made payable to Toastmasters International.

With more than 14,350 clubs in 122 countries paying dues online, we encourage you to pay early and avoid any system slowness due to heavy activity!