

How to Add Contacts to Your Membership

- 1) Login at **mimfg.org**.
- 2) Go to the Membership Resources and My Account. Navigate to the "My Info" section then click on "Related Contacts."

Logged in as Elizabeth	Q :							۹ ۵
Michigan Monutacturers Association	Contact Info Membership	Billing Rela	ted Businesses Related	Families Relat	ted Contacts Related	d Branches	Refer Others	
Change Org	Secret							
	BUSINESS NAME	CONTACT NAME	TITLE	CONTACT	CONTACT EMAIL	ACCESS	LAST	ACTIONS
A Home	Michigan Manufacturers Association	Dane Cooke	Information Technology Coordinator	(517) 487-8551	cooke@mimfg.org	Staff	1/2/2024	
📰 My Billing Info								
Listing(s)								

3) To Add a Contact: Click the blue "Add Contact" button. Enter your colleague's contact information and they will be added to your membership account. Check the "Send Login Information" box to send an email for the contact to create their own online account. Then click "Done".

Ist Nume		Last Name	
tle			
hones / Emails / Websites	3		
PHONE, EMAIL, OR WEBSITE	ТҮРЕ	NOTE	
ddresses	Work	`	
end Login Information (requires email	address)		

4) To Edit or Delete a Contact: Click on the blue pencil next to the contact to edit or delete. Make the edits or select the "Delete" button to remove the contact. You can also send the login instructions for existing contacts.

dd / Edit Account Contact Related Contact		×
First Name	Last Name	
MMA	Membership	
Title		
Send Login Information (requires email address)		
Delete		Cancel Done