

Step by Step e-Store Instructions

Membership - <http://www.iteea.org/Membership/membership.htm>

Choose either:

Join or Renew Online - <http://store.iteea.org/department/iteea-memberships-10001.cfm>

Printable Membership Form - <http://www.iteea.org/Forms/MembershipApp.pdf>

Click **Professional Member – US Only**

Choose a **one or two year membership**

Fill in **Who referred you to ITEEA?**

Check any optional **councils or subscriptions** you want

Answer **Additional Questions** (profile info)

Click **Add to Cart** button

Put **Promotional Code** in

Click **Update Cart** button to see discount

Click **Start Checkout**

Your e-store account log in and password is **NOT** the same as your ITEEA “Members Only” log in and password. If you are a new customer to the e-store please follow the “New Customer Sign In” instructions below:

New Customer Sign In - If you have never ordered from the ITEEA e-Store you have to set up an account before you can check out. Enter your email address. Click **Continue**. Leave **Member ID** blank. Fill out the rest of the fields. Choose your own password. Click **Continue Checkout**. Enter your credit card information and click **Continue**. Review your order and click **Complete Order**.

Returning Customer Sign In – If you already have an ITEEA e-Store account you can log in here using the email address and password you set up for yourself. Review your information and click **Continue Checkout**. Enter your credit card information and click **Continue**. Review your order and click **Complete Order**.

If you need assistance with the e-Store call (703)860-2100 or email iteea@iteea.org