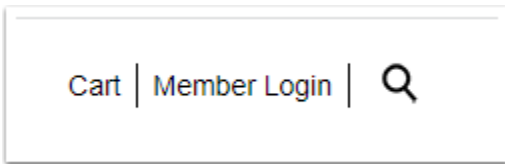


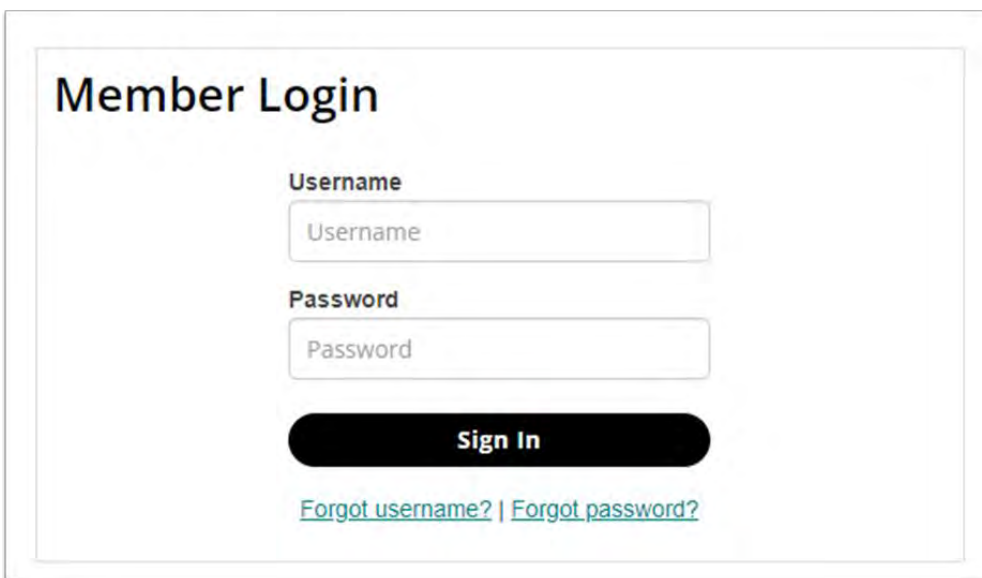
How to Pay Your 2022 Member Dues Invoice Online

Log into your CTTAM member account by going to www.cttam.com. Click on “Member Login” at the top right-hand corner of the page.

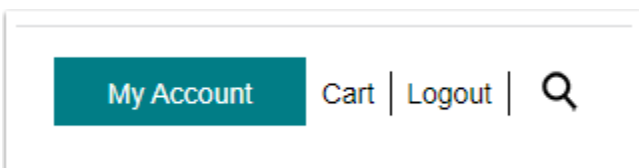


Your username will be the email address that you listed on your member profile. If you have forgotten your password you can click on the “Forgot password?” link. **It is important** to note that if you have a work email as your contact email, some employers have a high email security setting that may block the response from CTTAM. Also check your junk and spam folders for the email response.

You are welcome to call the CTTAM office at 204-784-1081 or 204-784-1082 and staff will gladly reset your password for you or take your payment over the phone using a credit card.



After you have successfully logged into your member account, click on the “My Account” button located at the top right-hand corner of the page. This will take you to your member profile/account.



Type Certified

Paid through 12/31/2021

Renew Now

There will be a **“Renew Now”** button located on your member page. Click on the button.

Your 2022 member dues invoice will appear as shown below. Click on **“Update Cart”**.

Certified

Term dates 1/1/2022 to 12/31/2022

Membership Fees

Item	Unit Price	Quantity	Amount	Balance
<input checked="" type="checkbox"/> 2022 Certified Member Dues	200.00	1	200.00	200.00
			Subtotal	200.00

Renew Your Annual Member Dues Now

Update Cart

Update Cart

You will be taken to your **“Shopping cart”**.

Shopping cart

Items

Item	Quantity	Price	Total
There are no items in the cart			

Invoices

Invoice Number	Description	Balance Due
Cash-27138	Renewal Fees	200.00

Update

[Remove](#)

You will see the payment portal displayed at the bottom right-hand corner of the page. Here you can enter your credit card number, card expiry date and CSC number.

Cart charges

Invoice total	200.00
TRANSACTION GRAND TOTAL	200.00

Payment details

Payment amount
200.00

Payment method
Visa

*Name on card
CTTAM Member

*Card
Card number MM/YY CSC Postal code

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Billing address
123 Home Street
Winnipeg
MB
R4A 1A3
Canada
[Choose another address](#)

Submit Order

To process the payment, click on “Submit Order”.

Submit Order

You will receive an online payment confirmation sent to your email address. You can also **print a copy** of the invoice/receipt by clicking on your “My Participation” tab.

Click on the blue coloured “Cash-2xxxx” link located under your “My open invoices”.

The screenshot shows the 'My Participation' section of a website. It has tabs for 'About Me', 'My Participation', 'Preferences', and 'CPD'. Under 'Current membership fees', there is a table with columns: Invoice Number, Date, Description, Amount, and Balance. One row is visible: Cash-27138, 10/31/2021, Renewal Fees, 200.00, 200.00. Below this are sections for 'Organizations' and 'My committees'. The 'My open invoices' section has a table with columns: Pay, Invoice, Date, Description, Due Date, Amount, and Balance Due. One row is visible: , Cash-27138, 10/31/2021, Renewal Fees, 200.00, 200.00. At the bottom right, there are summary items: 'Total balance due' 200.00 and 'Total selected' 200.00, with an 'Update Cart' button.

The screenshot shows the 'Invoice Summary' section. It has two tabs: 'Invoice Summary' and 'Print'. The 'Invoice' section displays the following information:

Invoice number	Cash-27138
Invoice date	10/31/2021
Description	Renewal Fees

Click on the “Print” tab. This will display the invoice on your screen. You can download a PDF copy by clicking on the red icon.

The screenshot shows the 'Print' view of the invoice. It has two tabs: 'Invoice Summary' and 'Print'. The 'Print' view shows a PDF viewer interface with a red icon for downloading the PDF. The invoice content is as follows:

Certified Technicians & Technologists Association of MB

PO Box 70064 Kenaston PO
Winnipeg, MB R3P 0X6
204-784-1088

INVOICE

Invoice Number	Cash-27138
Account	27138
Invoice Date	10/31/2021

Please note: A receipt will be mailed out by administrative staff. Certified members will also receive the 2022 Certified Member sticker.