

# To renew your OTAC membership:

1. Go to [www.otaonline.org](http://www.otaonline.org).

2. Click on Join/Renew in the main menu and then the Renew Today! Button to the right.



6. Check the box next to your name (this indicates to the system that this is the order/invoice you wish to pay) and click next.

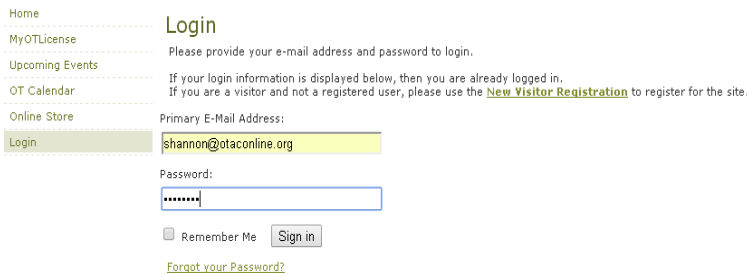


7. Enter your credit card information and click next.

8. Confirm your Billing Information and click next.

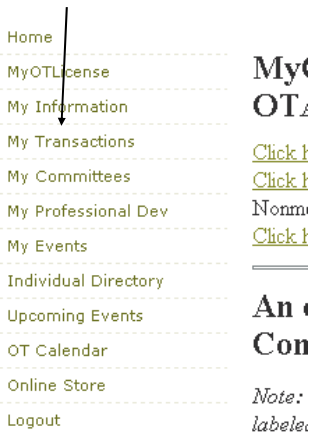
9. Confirm your Payment Information and click Submit Payment.

3. Enter in your E-mail Address (the one that you receive OTAC communication to) and your password. If you have not logged into the website before your password is Password1 (it is case sensitive).



If you have any questions or need any assistance, please contact the OTAC office at 916/567-7000 or at [staff@otaonline.org](mailto:staff@otaonline.org).

4. Click on My Transaction on the left hand side menu.



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5. Once on the My Transactions page you will click the Pay Open Orders button on the right hand side of the page

