

## Membership Renewal Steps

- Primary or Secondary contacts have the admin privileges to renew online, to do so log into the ALTA site. If you don't have your login information, please [click here](#) to retrieve it.
- If you are a primary or secondary contact your profile screen will load into the ALTA site and should look like this:

**Fake Person (1232402)** My Profile

★ Overview Account Organizations Purchases Tasks

**#1232402**

- Not Real Title
- No Primary Address [Add](#)
- No Primary Phone [Add](#)
- membership@alta.org [Edit](#)

RECEIVES MEMBERSHIP BENEFITS

Pay Open Balances  
No Open Balances [View](#)

Membership  
TITLE INSURANCE AGENTS  
EXPIRED: 12/31/2023  
[Renew >](#)

Not Real Title  
As of: 1/11/2024

- You can initiate the renewal process by clicking on the Renew Button listed on the [My Account](#) page.
  - RENEWAL BUTTON can also be accessed via the organization's profile
    - To reach you would go to the Organization Tab in your account, select the blue manage button to switch to the organization profile where you can find the Renew Button

**Fake Person (1232402)** My Profile

★ Overview Account Organizations Purchases Tasks

Organizations

1 [ 1 to 2 out of 2 records ] [Filter](#)

Name	Relationship	Relationship Start Date	Manage
Not Real Title (#1232401)	< Not Real Title (#1232401) is Organization (ABS) of Fake > Fake is Primary Contact of Not Real Title (#1232401)	1/21/2024	<a href="#">Manage</a>

**Not Real Title (#1232401)** My Organization

[Manage Subsidiaries](#) [Back to My Profile](#)

★ Overview Account Individuals Purchases Documents

**#1232401**

- No Primary Address [Add](#)
- No Primary Phone [Add](#)
- No Primary Email [Add](#)
- No Web Site [Add](#)

NO ACTIVE MEMBERSHIP

Pay Open Balances  
[Search for Open Balances >](#)

Membership  
TITLE INSURANCE AGENTS  
EXPIRED: 10/11/2024  
[Renew >](#)

As of: 12/17/2024

- If your organization membership expired in 2023, you will need to renew your membership by going to [Become a Member](#).

There is no credit card processing fee.



- ALTA Memberships can only be purchased for organizations. You will know if it is an organization account if you see a building icon. There also will be options on the right, the left option is your individual profile.