*POSNA Staff confirm the individual is set as an admin on the fellowship (company) account AND that the individual has a login.

Instructions for Admin:

- 1. Admin logs in to their account
- 2. Admin clicks the hyperlinked fellowship program/company name under their own name on their profile



3. Admin is now on the fellowship/company page and they Click the "renew now" button under the program's name OR click the invoice and add to cart

Actions - R D 116048 Sta	UC Daw Progra vkulkam kenew Now atus Active Tyj	ris Pediatric Or m Industriant of the second	thopaedic Surg	ery Fellowship ersince 1/4/2017 P	aid through 7/31	fembership expires or /2023 Member statu	is Renewed
Overview	Addresse	es				Engagemer	nt score
Participation	19/						
About	work +				-		
Contacts	Shriners Hospital for Children 2425 Stockton Blvd Sacramento. CA 95817						
Vembership							
Transactions	UNITED STAT	ES					
Giving	snow map vkulkami-tashrinenet.org						
Preferences							
Alerts	Tasks						* +
		Assig	ned to	Action(s)	Follow	Up Date	
	There are no records.						
	Open inv	oices					
	Pay	Invoice	Date	Description	Due Date	Amount E	Balance Due
	• 📿	Cash-116048	4/4/2023	Renewal Fees		2.400.00	2.400.00
						Total balance due	9 2.400.00
						Total selected	2,400.00 Add To Cart
	Demogra	aphics				, c	÷/

4. Admin Pays