

NCMA MEMBERSHIP RENEWAL PROCEDURES

Go to the NCMA Headquarters WEB site at: <http://www.ncmahq.org> and select “Renew Membership” under the “Membership” tab.

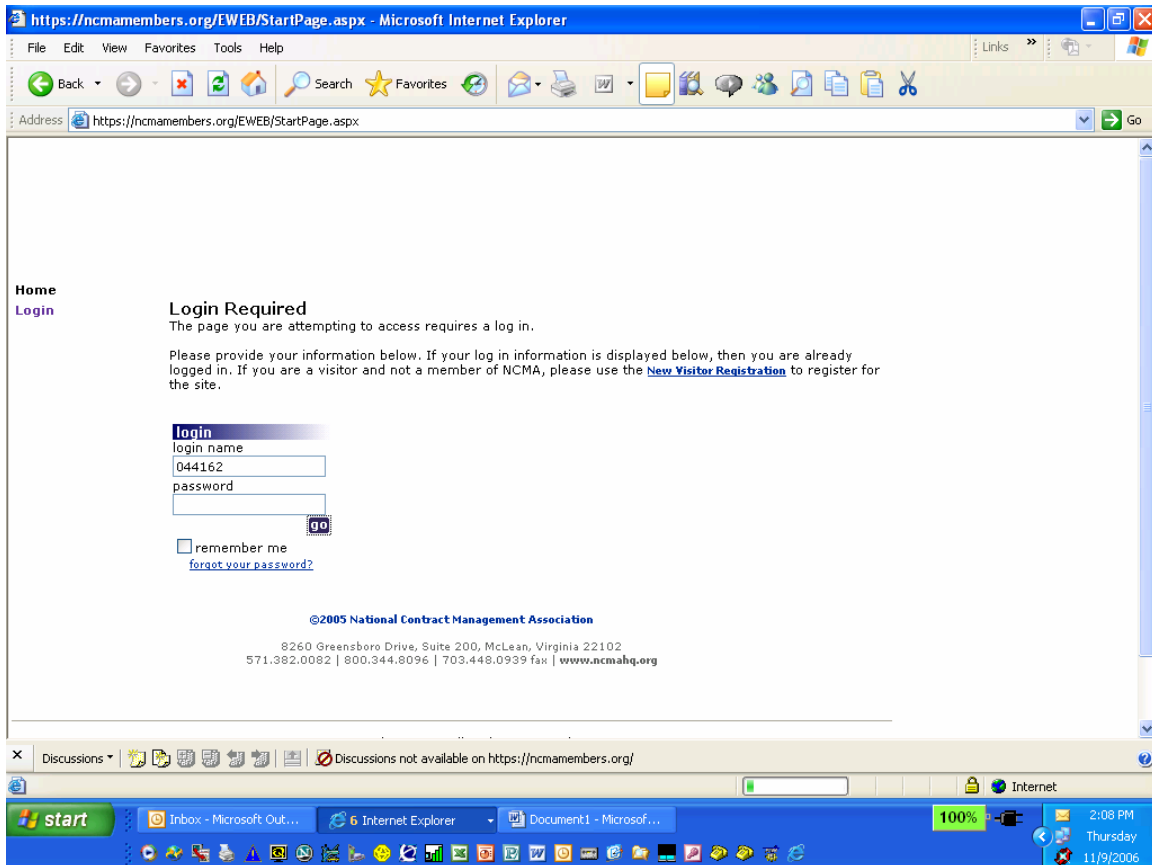
The screenshot shows the National Contract Management Association (NCMA) website in Microsoft Internet Explorer. The browser's address bar displays <http://www.ncmahq.org/>. The website header features the NCMA logo and navigation tabs: Home, Membership, Chapters, Education, Certification, Meetings, Publications, and Blogs. The "Membership" tab is selected, and a dropdown menu is open, highlighting "Renew Membership".

Key content on the page includes:

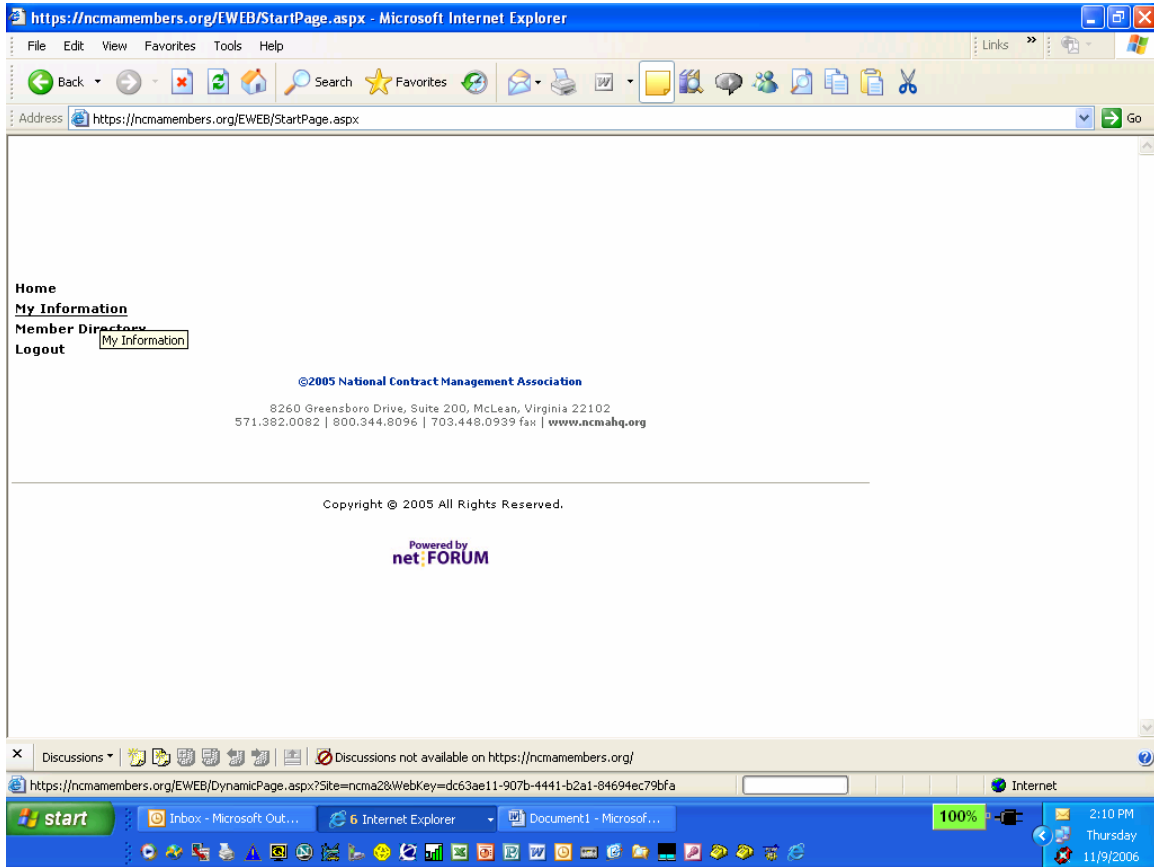
- Join NCMA** and **About NCMA** buttons.
- What's new in government contracts?** section with a link to "West Government Contract Newsletters".
- Spotlight** section featuring the **WORLD CONGRESS** (DALLAS TEXAS APRIL 22-25 2007) and a **Call for Presentation Proposals** (April 22-25, Hyatt Regency Dallas, Dallas, TX, Deadline Extended to November 15, 2006!).
- Acquisition Managers: We're Overwhelmed With Oversight** article.
- Denett Backs Doan's Efforts** article.
- 25TH ANNUAL Government Contract Management Conference** (December 4-5, 2006) at Sheraton Premiere.

The Windows taskbar at the bottom shows the Start button, several open Internet Explorer windows, and the system tray with the date and time (8:20 PM, Sunday, 11/12/2006).

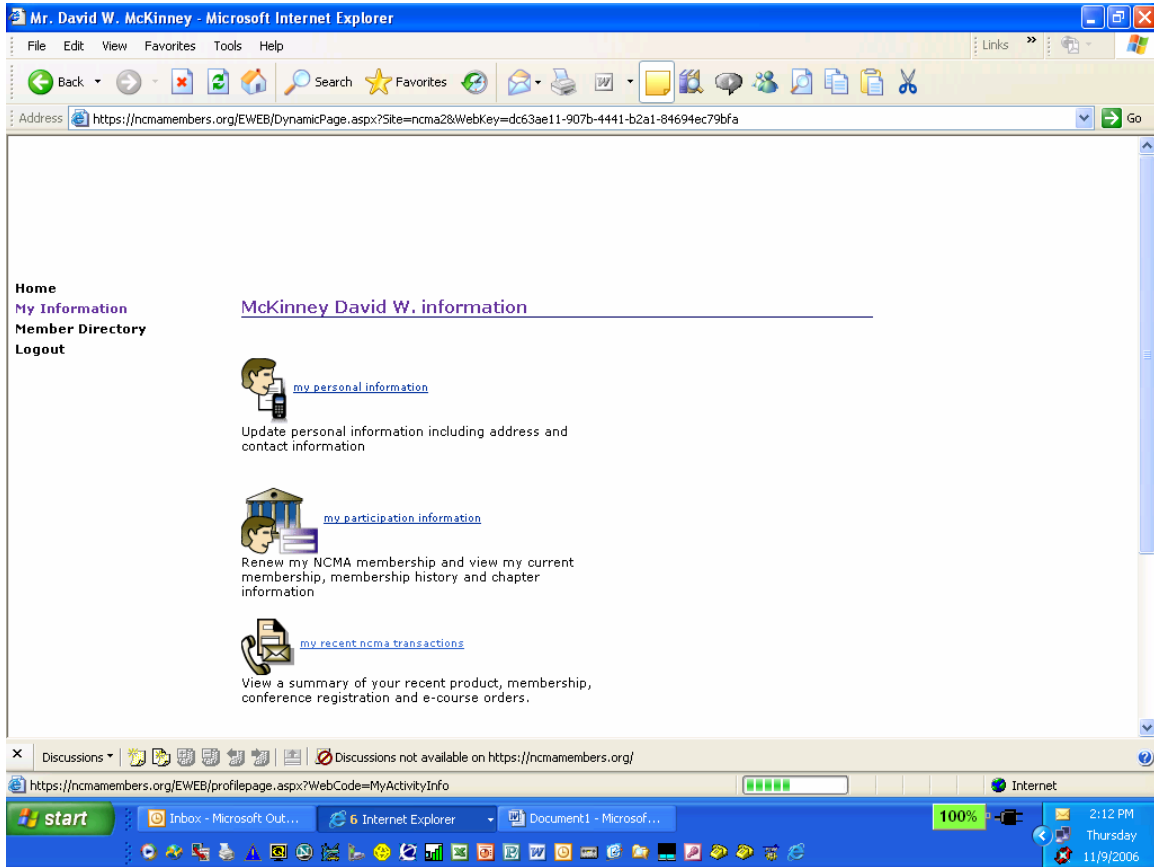
Then enter your NCMA Membership # (if you do not know your membership number contact someone at the national customer service department at 1- 800-344-8096 and an extension located at <http://www.ncmahq.org/contact/staff.asp> . Then hit enter (password is not required.).



Click on “My Information”



Next click on “My participation information” in the middle of the text listing.



Next you need to click “renew” on the far right side of the page.

NATIONAL CONTRACT MANAGEMENT ASSOCIATION

Home
 My Information **my participation information**
 Member Directory
 Logout

A summary of your membership information is presented below.

Instructions:

- To renew your membership, click on [renew](#) under membership below.
- To download a renewal application [click here](#).
- To change your NCMA chapter, or to update your chapter officer or committees records displayed below, please contact NCMA's Customer Service at 800-344-8096 x0 or email to memberservices@ncmahq.org.

membership							
Association	Mbr Type	Mbr Through	Join	Re-Join	Effective	Expires	Terminate
NCMA	Organizational Membership	Self	01/29/1988	05/20/2004	06/01/2006	05/31/2007	renew
NCMA	Organizational Membership	Lockheed Martin Aero	03/01/2006		03/01/2006	02/28/2007	

ncma chapter positions			
Chapter	Position	Start Date	End Date
Fort Worth	Member		

chapter officer			
Chapter	Position	Start Date	End Date
Fort Worth	Webmaster	07/01/2005	06/30/2006
Fort Worth	Membershin Chair	07/01/2005	06/30/2006

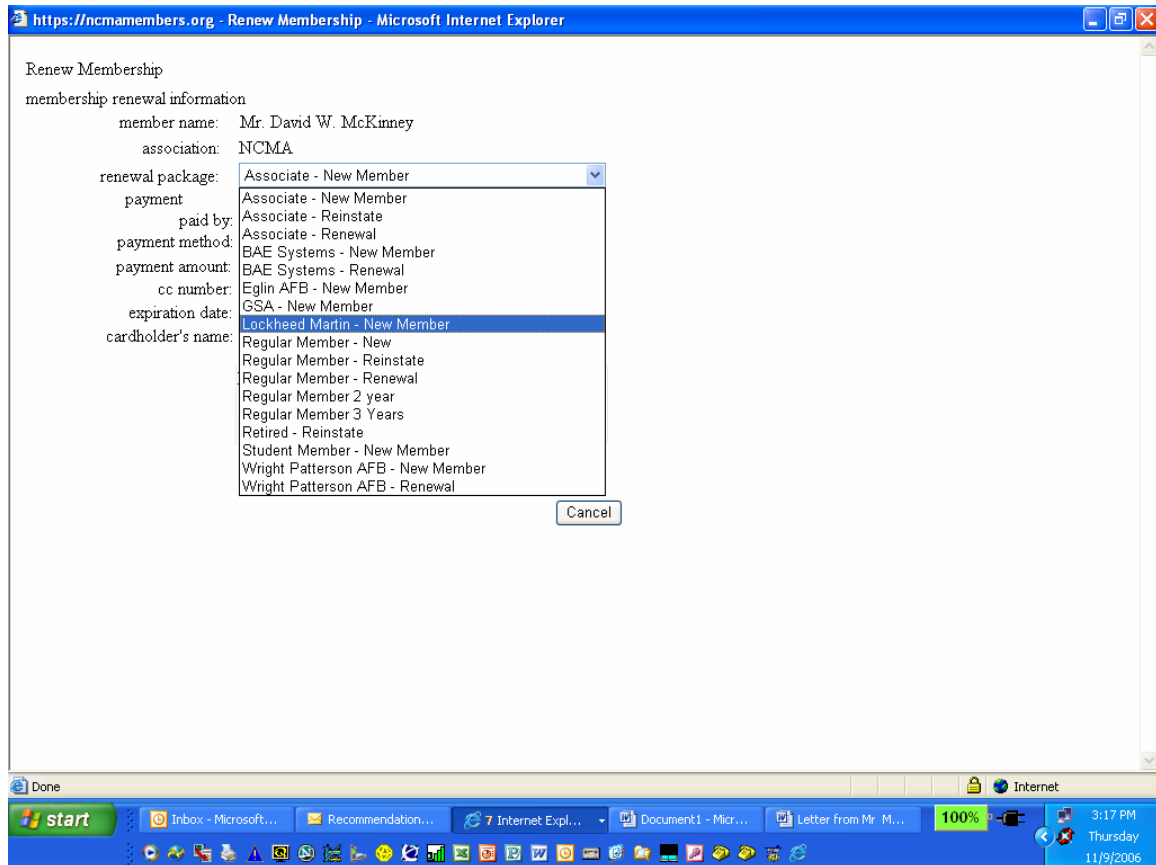
Discussions not available on <https://ncmanembers.org/>

Done

start | Inbox - Microsoft... | Recommendation... | 6 Internet Expl... | Document1 - Micr... | Letter from Mr. M... | 100% | 3:15 PM Thursday 11/9/2006

Next click the drop down menu to select the appropriate membership.

Note: For the “Lockheed Martin – new” renewal, the term “new” does not matter because the rate is “\$85.00” regardless of new or renewal.



Fill in your charge card info and click on the “Renew Now” button. You should get an immediate email confirmation and in a few days get a letter with a membership card attached.

https://ncmamembers.org - Renew Membership - Microsoft Internet Explorer

Renew Membership

membership renewal information

member name: Mr. David W. McKinney

association: NCMA

renewal package: Lockheed Martin - New Member

payment

paid by: McKinney David W.

payment method:

payment amount: 85

cc number:

expiration date:

cardholder's name:

Invoice Total: \$85

Renew Now

Cancel

Done

start

Inbox - Microsoft Out...

7 Internet Explorer

NCMA Membership R...

Nagai Letter (11-10-0...

100%

4:24 PM

Thursday

11/9/2006