

## **Renewal Notices – redesigned to release as text rather than HTML.**

### **2<sup>nd</sup> renewal notice (sent 14 days in advance of expiration date):**

I know, I'm here checking in and asking again; I don't want you to miss out on anything fun and fabulous from the ToP Network.

Your membership will expire in 14 days. Our member management software at [www.top-network.org](http://www.top-network.org) generates an automatic drop when membership is not renewed, so hopefully, you'll find the resources to renew today!

Payment during the next 2 weeks will assure that no member services will be interrupted or suspended.

Go to <http://www.top-network.org> and click on RENEW MEMBERSHIP to add 365 more days to your ToP Network membership. (You can find the renew button at the bottom of the home page and on the Get Involved tab.)

Alternatively, you can paste this link into your browser and go directly to the renewal form:  
[https://top.memberclicks.net/index.php?option=com\\_mc&view=mc&mcid=form\\_130011](https://top.memberclicks.net/index.php?option=com_mc&view=mc&mcid=form_130011)

Your username is your email address (the one you use with Groupsite, unless you have changed it for top-network.org). If you don't know your password, click on forgot password, enter your username and the system will send your password to the email address we have on file for you.

If you have problems, email me ([nverbeten@surewest.net](mailto:nverbeten@surewest.net)) or Ester Mae Cox ([missestermae@gmail.com](mailto:missestermae@gmail.com)).

Thank you for your continued support of the ToP Network.

Nileen Verbeten, 2012 ToP Network Member Chair  
Participate. Educate. Facilitate. Innovate.

### **Third Renewal Notice (goes out 7 days in advance of expiration date):**

We're down to "serious" now – this is last and final notice for renewing your ToP Network Member dues – to keep current and have access to ToP Network membership benefits: [www.top-network.org](http://www.top-network.org); Groupsite, member pricing, etc.

Renewing today keeps you "in the loop" and enjoying the benefits of ToP Network membership.

Not renewing means your membership will automatically lapse in 7 days.

You will be suspended from the ToP Network Member list and not able to access the website for resources, for networking, and for keeping up with all thing ToP! And your eligibility for member pricing for our events will also expire.

Of course, you can renew later, but it's lots easier to not have your membership lapse.... We really want you to be involved!

To add 365 more days to your membership in the ToP Network, go to [www.top-network.org](http://www.top-network.org) and click on RENEW MEMBERSHIP button (you will find it at the bottom of the home page and on the Get Involved tab. Your username is your email address (the one you use with Groupsite, unless you changed it in [www.top-network.org](http://www.top-network.org)). If you do not remember your password, click on forgot password and the system will email it to you at the address we have on file.

You can also just paste this link into your browser and go directly to the form:  
[https://top.memberclicks.net/index.php?option=com\\_mc&view=mc&mcid=form\\_130011](https://top.memberclicks.net/index.php?option=com_mc&view=mc&mcid=form_130011)

We don't want to lose you so please renew within the next 7 days.

If you have problems, email me ([nverbeten@surewest.net](mailto:nverbeten@surewest.net)) or Ester Mae Cox ([missestermae@gmail.com](mailto:missestermae@gmail.com)).

Nileen Verbeten, 2012 ToP Network Member Chair  
Participate. Educate. Facilitate. Innovate.

### **Lapse Notice (issued day after expiration date):**

Your membership in the ToP Network lapsed yesterday.

We will miss you.

We're here for you if you want to renew. To renew, paste the link below into your browser. Upon receipt of the renewal form and payment of dues, you'll have access to full benefits of membership in the ToP Network, including this site, Groupsite, special member rates and Network activities.

[https://top.memberclicks.net/index.php?option=com\\_mc&view=mc&mcid=form\\_130011](https://top.memberclicks.net/index.php?option=com_mc&view=mc&mcid=form_130011)

If you've forgotten your username, it is the email address you used with Groupsite (unless you changed it in [www.top-network.org](http://www.top-network.org).) The system will email (to your email on record) your password if you've forgotten it.

If you have any problems, please email me ([nverbeten@surewest.net](mailto:nverbeten@surewest.net)) or Ester Mae Cox ([missestermae@gmail.com](mailto:missestermae@gmail.com)) and we'll be happy to help you.

We'll be here when you are ready to come back.

Nileen Verbeten, ToP Network Membership Chair, 2012  
Participate. Educate. Facilitate. Innovate.