



## Instructions For Renewing an Individual Renew a Girl or Adult Membership Online

- Go to our website, [www.girlscoutsla.org](http://www.girlscoutsla.org) and click on the MyGS tab to [Login](#) to your MyGS account. Your username is probably your email.
- If you do not remember your password, use the Forgot Your Password feature to reset your password. If this does not work, contact customer care at [customercare@girlscoutsla.org](mailto:customercare@girlscoutsla.org) or (213) 213-01223.

### Renew Membership

- o Ensure you are on your family's **Membership** tab.
- o Use the dropdown in the upper right to select **Next Year**.
- o Choose **Renew Now** from the drop down next to the names of those you wish to renew.
- o Choose **Renew Later** from the drop down next to the names of the family members you will not be renewing right now. Do not choose **Don't Renew-Cancel** as this will remove the online renewal option for that member to renew at a later time.
- o Click **Continue** to proceed through the registration process.
- o Ensure the box is checked for acceptance of the Girl Scout Promise and Law and then click **Continue**.
- o Consider making a tax-deductible donation to Girl Scouts to provide financial assistance and camp scholarships for girls, and help keep girl programs affordable.
- o Check that the correct people are included in the payment amount, enter your credit card information and click **Continue**.
- o Confirm the correct payment amount is shown and click **Submit**.
- o If there are any updates to contact information, address or girl's school for your family, please click on **Edit** to the right of their name. Update all appropriate information for each member of your household.
- o You will receive a membership renewal confirmation email.