2021 Membership Renewal
Household Renewal Steps

This document will provide you with step-by-step instructions on how to renew your troop online.

1. **Visit GSNorCal’s renewal webpage.** Go to [http://www.gsnorcal.org/renew](http://www.gsnorcal.org/renew) to learn more about renewal dates and our exciting new early bird renewal incentives.

2. **Log in to your MyGS member profile.** Click “MyGS” on the toolbar. Log in by entering your username (your email address) and password, then click “Log In”. Click the “Forgot Your Password” link if you have forgotten your password. If you have forgotten the email address used for your username, call Member Services at 800-447-4475 x. 2093 or email [info@gsnorcal.org](mailto:info@gsnorcal.org). Once logged in, select “Member Profile” to access your account.

3. **Access your household members and renewal options.** Use the drop-down menu on the right to select “Next Year” to choose the upcoming membership year. Once selected you will see “Membership Year Oct 1, 2020 to Sept 30, 2021” and you will see the renewal options in the Renewal Choice column next to the names of the girls & adults in your household.

4. **Review each member associated with your household and add additional members.** If a member has already been renewed, you will see “renewed for 2021” in the status column. Adults can add additional members to their household by scrolling down to “Add a New Member to Household,” identifying girl or adult member, and following the renewal prompts.

5. **Renew girl and adult memberships for 2021.** In the Renewal Choice column, select “Renew Now” for all the girls and adults you wish to renew for 2021. Use the drop-down menu to select “Renew Later” for memberships you are not ready to renew. Select “Do not renew” if you want to permanently remove a member from your household. Click “Continue” after making your renewal choices for girls and adults.
   - **Girl Renewal Note:** If needed, you can request financial assistance for girls in your household by clicking the check box under “Request Aid” next to girl membership. **Note:** The aid will cover $40 registration fee.
   - **Adult Renewal Note:** Adults with multiple roles: Make a renewal selection for each adult role that you wish to renew. Select “Do not renew” for adult roles that will not be renewed for 2021. Select “Add” to the right of the Renewal Choice column, to add additional volunteer roles. All **Current** adult members are eligible to renew for 2021. Any adult with a status of **in progress** will need to call Member Services 800-447-4475 x. 2093 to clear their status before becoming eligible to renew.

6. **Complete renewal selections and payment.** Read and Accept the Girl Scout Promise and Law by clicking on the check box, and then click “Continue”. Before confirming your payment, you have the option to:
   - **Donate to GSNorCal** which helps offset program expenses and provides financial assistance to girls or
   - **Upgrade memberships to Lifetime Memberships** for the adults and graduating seniors in your troop. Review your renewal information and fees before completing your payment information. Complete the required payment fields to complete your order & click “Continue”. Confirm your troop renewals by clicking “Submit”. Print an itemized receipt of your payment as a PDF by clicking “Print itemized receipt”. When complete, all renewed members will read “Renewed for 2021.”

*If you have problems renewing your membership, take a screen shot of the page and send it to Member Services at [info@gsnorcal.org](mailto:info@gsnorcal.org) with your name, phone # and troop # or call 1-800-447-4475, ext. 2093
Step-by-Step Instructions on Household Membership Renewals

Step 1: Visit GSNorCal’s renewal webpage at http://www.gsnorcal.org/renew to learn more about renewal dates and our exciting new early bird renewal incentives.

Renew Your Membership

Whether you’ve been a member for a few months or many years, we think you’ll agree that a Girl Scout membership is one of the most valuable investments anyone can make in a girl’s life, providing rich experiences for her to explore new interests, face challenges, form new friendships, and make lasting community contributions.

If you need assistance, email us at info@gsnorcal.org. We’re more than happy to help guide you through the renewal process!

Renewal Tips & Incentives for Troop Leaders (PDF) » Renewal Tips & Incentives for Families (PDF) » Renewal Tips & Incentives for Service Units (PDF) »

Step 2: Log in to your MyGS member profile. Click “MyGS” on the toolbar.

Select “Member Profile” to access your account.

Log in by entering your username (your email address) and password, then click “Log In”. Click the “Forgot Your Password” link if you have forgotten your password. If you have forgotten the email address used for your username, call Member Services at 800-447-4475 x. 2093 or email info@gsnorcal.org.
**Step 3:** Access your household members and renewal options. Use the drop-down menu on the right to select “Next Year” to choose the upcoming membership year. Once selected you will see “Membership Year Oct 1, 2020 to Sept 30, 2021” and you will see the renewal options in the Renewal Choice column next to the names of the girls & adults in your household.

**Step 4:** Review each member associated with your household and add additional members. If a member has already been renewed, you will see “renewed for 2021” in the status column. Troop leaders can add new members to your household by scrolling down to “Add a New Member to Household,” identifying girl or adult member, and following the renewal prompts.
Step 5: Renew girl and adult memberships for 2021. In the Renewal Choice column, select “Renew Now” for all the girls and adults you wish to renew for 2021. Use the drop-down menu to select “Renew Later” for memberships you are not ready to renew. Select “Do not renew” if you want to permanently remove a member from your household. Click “Continue” after making your renewal choices for girls and adults.

- **Girl Renewal Note:** If needed, you can request financial assistance for girls in your household by clicking the check box under “Request Aid” next to girl membership. Note: The aid will cover $40 registration fee.
- **Adult Renewal Note: Adults with multiple roles:** Make a renewal selection for each adult role that you wish to renew. Note: there are no additional costs for renewing multiple roles. Select “Do not renew” for adult roles that will not be renewed for 2021. Select “Add” to the right of the Renewal Choice column, to add additional volunteer roles. All Current adult members are eligible to renew for 2021. Any adult with a status of In progress will need to call Member Services 800-447-4475 x. 2093 to clear their status before becoming eligible to renew.

![Membership Renewal Screen](image-url)
Step 6: Complete renewal selections and make payment. Read and Accept the Girl Scout Promise and Law by clicking on the check box, and then click “Continue”.

Read and Accept the Girl Scout Promise and Law by clicking on the check box, and then click “Continue”.

Before confirming your payment, you have the option to Donate to GSNorCal or purchase Lifetime Memberships.

- **Donate to GSNorCal** which helps offset program expenses and provides financial assistance to girls. You can even customize your donation and enter the amount you wish to donate into the space provided.

- **Upgrade adult memberships to Lifetime Memberships** for the adults in your household by clicking on the desired circle.

- If needed, you can request financial assistance for girls in your household by clicking the check box under “Request Aid” next to girl membership. **Note:** The aid will cover $40 registration fee.

Review your renewal information and fees before completing your payment information.
Complete the required payment fields to complete your order & click “Continue”. Confirm your troop renewals by clicking “Submit”.

**Note:** All renewals should be charged to the same credit card and your billing address should match your postal address.

Print an itemized receipt of your payment as a PDF by clicking “Print itemized receipt”. When complete, all renewed members will read “Renewed for 2021”.