

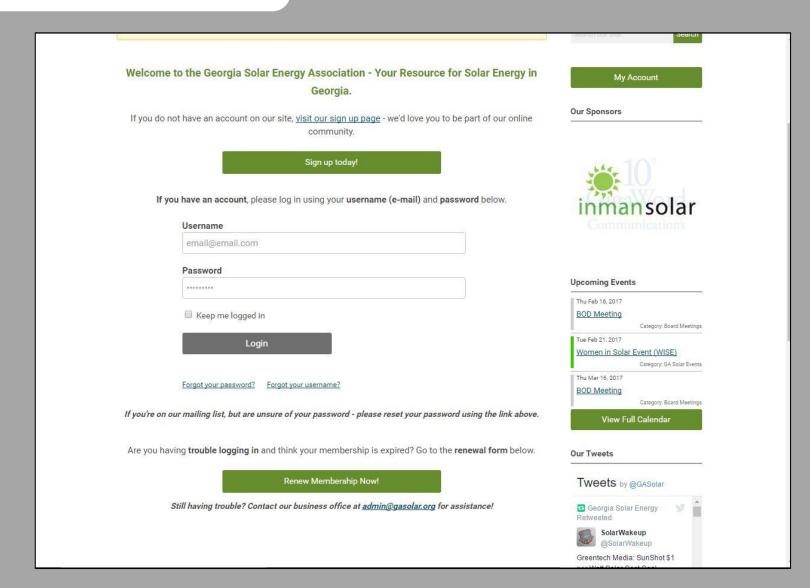
How – To Guide

Making Your Online Experience Easier

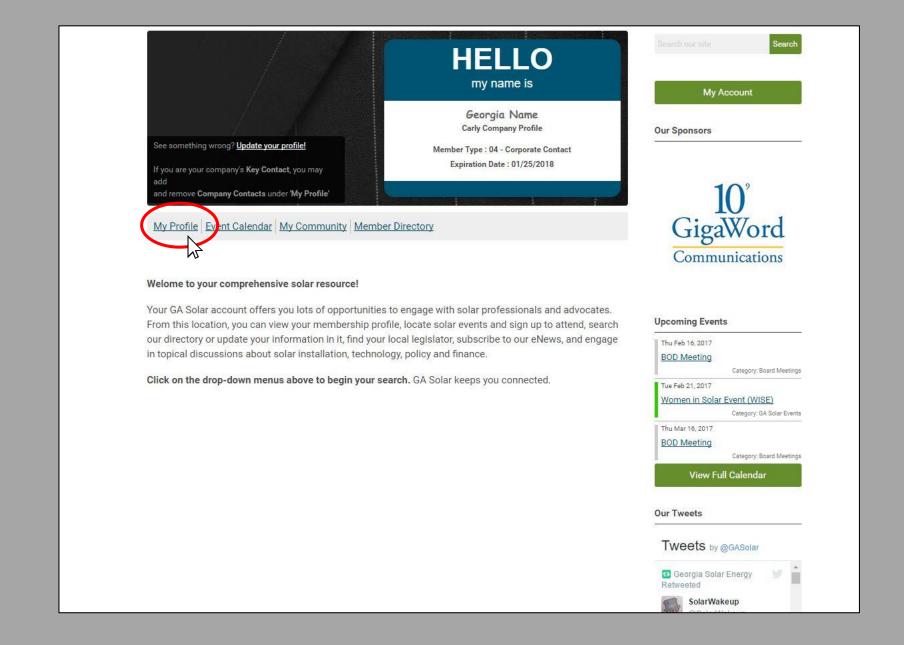
Updating Company Profile



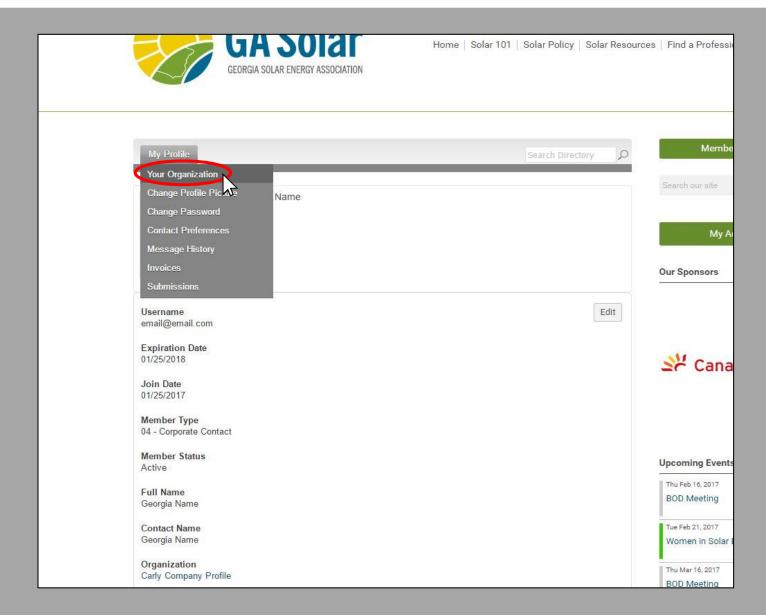
Login to your account using your email as the Username and the Password you have previously chosen.



Select 'My Profile' to begin

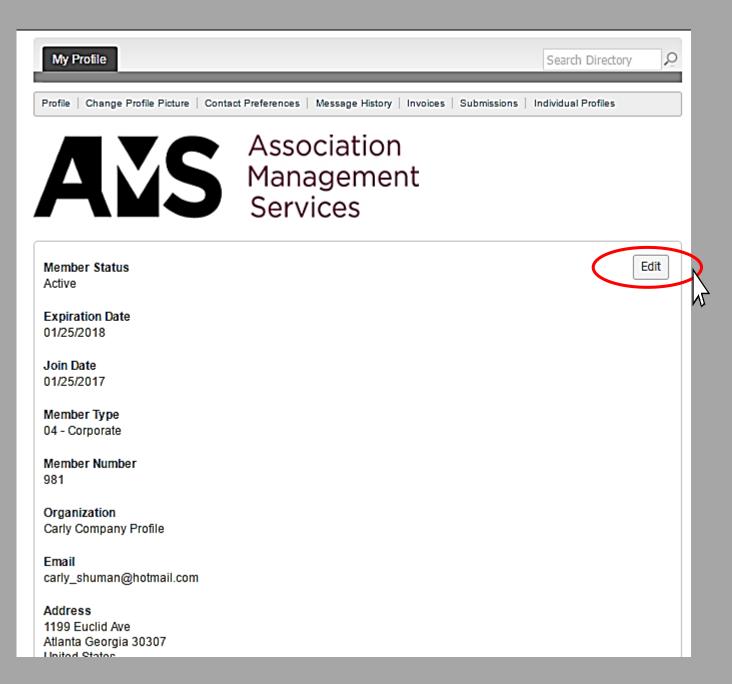


Use *Drop-Down Menu* to select **Your Organization** to pay an company invoice. **Do not** hit the "Renew" button unless you are wanting to **add additional profiles** to the company



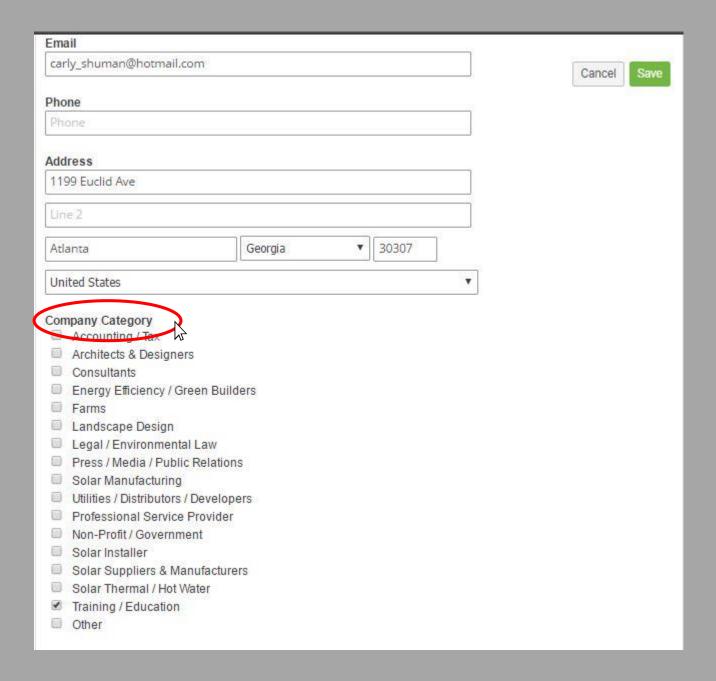
This brings you to the Company Profile.

By clicking on **edit**, you can update all of your company's information, including selecting the company category.



Here, you may select which sectors of the industry that pertains to your company. You may chose more than one option.

Once you are finish, be sure to click **save**.



Once you have successfully submitted a payment, you should receive a confirmation email. If you wish to mail a check please mail to:

Georgia Solar Energy Association 1199 Euclid Ave, NE Atlanta, GA 30307

Your account will not reflect payment until it has been processed in our offices. Please let us know if you have an issues or questions:

admin@gasolar.org