



Membership and Renewal Online Payment Process

No application to BNI (new or renewing) is ever considered without funds

Online Payment Process

1. Visitor submits application or Member submits renewal application.
2. Member goes online, submits payment and provides a copy of their payment receipt to the Secretary/Treasurer. (Member may forward via email or print and bring with them to the next chapter meeting – only then will the Membership Committee start the application verification process.)
3. Membership Committee reviews application, checks references and interviews applicant (or reviews existing member participation records.) Upon approval, they will notify the President and Secretary/Treasurer.
4. The President will then notify applicant of approval and invite to the meeting for induction.
5. Secretary/Treasurer attaches copy of payment receipt to the application and mails to the BNI Regional office with all appropriate paperwork
6. Completed application and associated paperwork is received in the BNI regional office and membership status is updated in database.

Very Important Notes: Membership or Renewal is not effective until the application and payment receipt are received in the BNI Regional office. Applications received by the BNI regional office without a check or payment receipt attached will not be processed.

Renewal payments made online prior to the renewal date but received in the office with the application after the renewal deadline will be assessed a late or re-enrollment fee, as applicable.

Please do not make an online payment without application.