USMAA New Member Onboarding Process

1. Complete the application, get the proposer to sign it and email to info@usmaa.org.au
2. Transfer the membership fee to USMAA's bank account, details in the USMAA website (note: place your mobile number as the 'reference no#' and your name as 'transferred from' space.
3. Send a courtesy email the Treasurer (Treasurer@usmaa.org.au) so that the Treasurer can watch out for the transfer in the USMAA bank account.

New Member to complete

New Member
Fill-in the personal details

New Member
Fill-in proposer/s details and send to proposer for signature/s

Proposer/s
Sign and return to new member

New Member
Transfer membership fee to USMAA bank account electronically

New Member
Lodge application electronically through info@USMAA.org.au

Management Committee to complete

Secretary
Application received

Relationship Manager of Proposer/s
Notification received to call an confirm New Member with Proposer/s

Treasurer
Notification received of impending credit to USMAA bank account

Treasurer
Notifies ICT Manager of successful deposit by the New Member

ICT Manager
Adds New Member as a 'Current Financial Member' and to RM's contact list and database