

PRINT AND PAY INVOICES

ARVC is working on going green! As we mail fewer invoices out, we ask you login to your arvc.org account to submit payment or print invoices. We know you are busy, so for your added convenience we have made your invoices and other benefits accessible through ONE login!

1. Visit arvc.org and click 'Sign In' in the top right corner.
2. Log into your profile using your email address as your username. If you do not remember your password, submit a password reset request by clicking 'Forgot your password?' below the login button.
3. You'll be redirected back to the arvc.org homepage. Click 'Welcome [YOUR NAME]' at the top right of your screen.
4. From here, on the left side navigation, you have many options to review and use your benefits. To access invoices, click 'Invoices'.
5. A list of your invoices will populate. Click 'View/Pay' to the right of the invoice you would like to review.
6. From this page you can view the invoice, print (button in below invoice on left) or pay (button below invoice on right).
Tip: When you "print" your invoice, depending on your computer settings, you'll be able to save the invoice as a PDF.



If you have trouble accessing anything, please contact us at membership@arvc.org

OTHER THINGS YOU CAN DO WHILE YOU ARE LOGGED INTO YOUR ARVC PROFILE!



**DOWNLOAD YOUR
MUSIC CERTIFICATE**



**FIND HELP WITH THE
CAREER CENTER!**

**UPDATE YOUR
INFORMATION**



**SAVE MONEY
WITH VENDORS**

