



# ONLINE MEMBERSHIP REGISTRATION



## ONLINE REGISTRATION INSTRUCTIONS

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1. Advisers should register members, not students.
2. Log on to the national web site ([www.fbلا-pbl.org](http://www.fbلا-pbl.org))
3. Click “Membership Registration” on the left hand side of the page.
4. Click “Register Now.”
5. Key in your chapter number (do not key in hyphens or zero) and the password.

Once logged on, complete the following steps:

**Step 1 – School Information:** Review current school information. To update contact information, click “Edit School Information” button.

**Step 2 – Adviser and Principal Information:** Review and update adviser contact information to receive national mailings. There must be at least one person designated as a Primary Adviser. Please include an e-mail address.

**Step 3 – Select Prior Year Members or Add New Members:** If your school had members last year, select members from last year’s roster to move to the current year. (Members are shown 50 at a time.) Once you have selected members to move to the current year, click Go to Members Page to continue. If you did not have members last year, simply add members for this year. Once all names have been added, click Post and Continue. You must click Post and Continue for students’ names to be saved. For new members, please double check spelling. Once membership has been posted and an invoice has been created, all spelling corrections must be e-mailed to [membership@fbلا.org](mailto:membership@fbلا.org). Note: once members are entered, you will receive an invoice for payment within 30 days.

**Step 4 – Professional Division Members:** Add new Professional Division Members or select from a list of last year’s members and include address, title, organization, e-mail, phone, and fax. If you do not have professional members, skip to step 5.

**Step 5 – State and National Dues:** Review total amount of state and national dues for the most recent invoice. (FBلا-PBL Membership dues are unified. State dues and National dues must be paid to be considered a member. Refer to the National and State Dues link or the reverse Membership Dues Reporting and Procedures for 2011-2012).

**Step 6 – National Scholarships:** Contribute to National Scholarships (optional).

**Step 7 – Invoice/Receipt:** Once you have completed your registration, click the Invoice/Receipt link. Print a copy of this page for your records, and mail a copy with payment to:

National Membership Dues  
Future Business Leaders of America-Phi Beta Lambda, Inc.  
P.O. Box 79063  
Baltimore, MD 21279-0063

If you plan to pay with a credit card, click “submit payment for above amount” and enter your credit card information. Once you have entered your information, click “submit.”

For questions or concerns regarding online registration, please contact the FBلا-PBL membership office at 800-325-2946 or e-mail: [membership@fbلا.org](mailto:membership@fbلا.org).



# MEMBERSHIP DUES REPORTING

## 2011–2012 NATIONAL DUES (per member)

FBLA (High School)	\$ 6.00
FBLA-Middle Level (Middle School/Jr. HS)	\$ 4.00
PBL (Postsecondary)	\$10.00

## 2011–2012 STATE DUES (per member, unless indicated otherwise)

State dues are subject to change. Check the Web site, State and National Dues Amounts, for the current list.

STATE DUES	FBLA	FBLA Middle Level	PBL
ALABAMA	\$4.00	\$4.00	\$7.00
ARIZONA	\$5.00	<b>\$25.00 Per Chapter-STATE</b>	\$10.00
ARKANSAS	\$3.00	\$2.00	\$5.00
CALIFORNIA	\$5.00	\$1.00	\$10.00
COLORADO	\$7.00	\$3.00	\$10.00
CONNECTICUT	\$6.00	\$6.00	TBD
DIST. OF COLUMBIA	\$2.00	\$2.00	
DoDDS**EUROPE	\$10.00 <b>ND</b>		
FLORIDA	\$4.00	\$4.00	\$10.00
GEORGIA	\$4.00	\$4.00	\$8.00
HAWAII	\$0.00	\$0.00	\$0.00
ILLINOIS	\$5.00	\$2.00	\$8.00
INDIANA	\$3.00		\$2.00
IOWA	\$2.00	\$2.00	\$7.00
KANSAS	\$3.00	\$3.00	\$10.00
KENTUCKY	\$3.00	\$0.00	\$7.00
LOUISIANA	\$5.00	\$5.00	\$6.00
MAINE	\$9.00		TBD
MARYLAND	\$4.00	\$0.00	\$6.00
MASSACHUSETTS	\$4.00	\$2.00	\$0.00
MICHIGAN	TBD		TBD
MINNESOTA			\$ 0.00 TBD
MISSISSIPPI	\$4.00	\$4.00	\$7.00
MISSOURI	\$2.00	\$2.00	\$5.00
NEBRASKA	\$4.00	\$4.00	\$6.00
NEVADA	\$6.00	\$6.00	\$8.00
NEW HAMPSHIRE	\$5.00	\$5.00	\$10.00
NEW JERSEY	\$4.00	\$2.00	\$6.00
NEW YORK	\$6.00	\$6.00	\$7.00
NORTH CAROLINA	\$6.00	\$5.00	\$10.00
NORTH DAKOTA	\$4.00		\$10.00
OHIO	\$7.00	\$4.00	\$10.00
OKLAHOMA	\$5.00	\$5.00	\$5.00
ONTARIO	TBD	TBD	TBD
OREGON	\$9.00		\$9.00
PENNSYLVANIA	\$6.00 <b>ST</b>	\$3.00 <b>ST</b>	\$15.00
PUERTO RICO	\$3.00		
RHODE ISLAND	\$3.00 <b>ND</b>	\$3.00 <b>ND</b>	\$0.00
SOUTH CAROLINA	\$7.00	\$7.00	\$6.00
SOUTH DAKOTA	\$5.00		TBD
TENNESSEE	\$3.00	\$3.00	\$6.00
TEXAS	\$6.00	\$6.00	\$6.00
U.S. VIRGIN ISLANDS	\$6.00	\$4.00	
UTAH	\$3.50		\$6.00
VERMONT	\$6.00		TBD
VIRGINIA	\$2.50	\$1.50	\$8.00
WASHINGTON	\$10.00	\$ 10.00	\$5.00
WEST VIRGINIA	\$2.00	\$2.00	\$2.00
WISCONSIN	\$5.00	\$5.00	\$10.00
WYOMING	\$4.00	\$4.00	\$4.00

**New FBLA Chapters**  
Charter with 5 members

**New FBLA-Middle Chapters**  
Charter with 3 members

**New PBL Chapters**  
Charter with 3 members

### LEGEND

**ND**  
Pay state dues to state office;  
pay national dues to national office.

**ST**  
Pay both state and national dues to state office.

**No Code**  
Pay state and national dues to national office. National FBLA handles all of the money.

**TBD**  
Pending information from state. Contact your state office or national office: 800-325-2946.

**Blank**  
No chapters chartered at this time. For further information contact your state office or go to [www.fbla-pbl.org](http://www.fbla-pbl.org) to download an organization packet.

**\*\*Virtual PBL** – Please register on Web site, PBL tab. Dues are the same.

**National Membership Dues**  
**FBLA-PBL, Inc.**  
**PO Box 79063**  
**Baltimore, MD 21279-0063**