

## FAQ on Club Contacts

- What does our club contact do?

Your club contact serves as the one member of your club to receive special mailings and other information from both *BetterInvesting* national headquarters as well as from your local chapter. Mailings of this sort are sent ***only*** to the club contact, so it's important that the club contact's privacy settings allow them to receive mail and email from both national and their local chapter, and that their address and other information is correct and current.

The club contact should bring any item(s) received to their next club meeting. Items that are sent only to club contacts include: special event invitations (such as leadership conference and annual dinner meeting); annual club stock survey and annual portfolio contest forms; annual club membership renewal notices; other important items of interest to the club and its members.

- How do we designate our club contact?

Information on naming or changing your club contact is on your annual club dues billing statement. Your annual dues statement is also one of the items sent only to your club contact.

- How do we find out who our club contact currently is?

Call member services toll-free at (877) 275-6242 with your club ID number and they'll be able to tell you who is currently registered as your club contact. Your club ID number is the first five characters above your name on the *BetterInvesting* mailing label. It starts with either the pound sign (#) or a letter followed by four numbers. The second set of numbers, after the dash, is your individual member number should you ever need that.

- How can we change our club contact?

BetterInvesting needs something in writing from an officer of your club to be emailed, faxed or mailed to them. Be sure to include your club name and ID number (see above). Email can be sent to [service@betterinvesting.org](mailto:service@betterinvesting.org) , faxes to (248) 583-4880 and postal mail to BetterInvesting, PO Box 220, Royal Oak, MI 48068