

# How to Renew

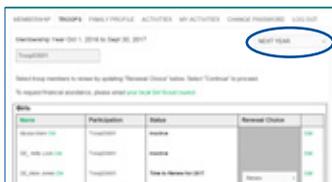
## Step 1: Log In

Go online to [www.girlscoutsatl.org](http://www.girlscoutsatl.org). On the main page, select **MYGS/Sign In**, then scroll down and select **Member Profile**. Click here to manage your troop members.



## Step 2: Renew Your Troop

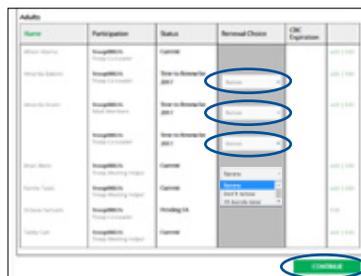
Log in using your username and password. (Reset your password by selecting "Forgot Password".)



Select the **Troops** tab at the top of the page. If you lead multiple troops, a drop down menu will show all troops available to renew. **Renew ONE troop at a time.** Confirm the drop down menu in the upper right says next year.

## Step 3: Troop Roster

Your roster of troops appears below. You can renew members in the troop. (**NOTE: If unsure, select "I'll decide later."**)



Hit Continue. You can add members (girl or adult) and their registration type.



## Step 4: Adults

Adults have the option to choose a Lifetime Membership. *Important! As an annual adult or lifetime member, it's very important to renew your volunteer role as well. You can select multiple roles (co-leader, treasurer, etc) and no additional payment is needed! Don't forget to select your volunteer role.*



## Step 5: Payment

Before payment, you must agree to the Girl Scout Promise and Law!

Select your Annual Donation Amount on behalf of the Troop. You can make a collective donation through the Payment option during the renewal process, and it is added to your total.

Name	Amount	Total
Blue State	\$25.00	\$25.00
Red State	\$25.00	\$25.00
Green State	\$25.00	\$25.00
Yellow State	\$25.00	\$25.00
Purple State	\$25.00	\$25.00

*In order for a gift to be considered an individual gift, it must be \$25 or more per girl or household. Each girl in the household will receive a patch.*

After the donation page, add your payment details (billing info, credit cards, etc.).

# Congratulations! You've renewed your troop!

Print an itemized receipt if desired and **be sure to share on social media!** You could win fabulous prizes throughout renewal.



# Ready to Renew?

Here's what you'll need:

- Girls!** Excited for another Year of Fun!
- Adults!** Two unrelated co-leaders ready to lead the fun!
  - Don't forget to select your volunteer role.
- The Details!** They're very important so you and the girls get all of your renewal rewards!
  - Updated email addresses
  - Physical addresses and phone numbers of troop girls and co-leaders
  - Credit card (or alternative payment/ insurance information)
- 10 minutes** to sit down and renew on MyGS at [www.girlscoutsatl.org](http://www.girlscoutsatl.org)

## It's that easy!