

# Step 1

Go to <https://arp.nalalifeline.org/agent/login>  
Enter your payment portal login information, and click the **LOGIN** button.



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## Ready To Renew Your Registration?

Please login to your NaLA agent account before proceeding to renewal checkout.

USERNAME \*

PASSWORD \*

Forgot your password? [Click here.](#)

LOGIN >



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How To Renew Your Registration

# Step 2

After you have successfully logged in, choose a renewal plan. Choose from our *Monthly*, *Quarterly*, *Semi-Annual*, or *Annual* billing plans.

## Ready To Renew Your Certification?

**Monthly Plan**

Select this product for a monthly subscription to the NaLA Lifeline Agent Registration Program.

Billed \$1.55, Renewed Every Month

**\$1.55/**Month \*

Renew Now

**Quarterly Plan**

Select this product for a quarterly subscription to the NaLA Lifeline Agent Registration Program.

Billed \$4.66, Renewed Every 3 Months

**\$4.66/**Quarter \*

Renew Now

**Semi-Annual Plan**

Select this product for a semi-annual subscription to the NaLA Lifeline Agent Registration Program.

Billed \$9.32, Renewed Every 6 Months

**\$9.32/**6-Months \*

Renew Now

**BEST VALUE**

**Annual Plan**

Select this product for an annual subscription to the NaLA Lifeline Agent Registration Program.

Billed \$18.63, Renewed Yearly

**\$18.63/**Year \*

Renew Now

\*Taxes may apply.



# Step 3

You will then be directed to a **Checkout** page. If a coupon was distributed from a Master Agent or ETC, copy and paste the coupon code in the **Coupon Code** field and hit the **Apply Coupon** button.


Credit card information is not required if you do not want to opt in for the subscription (as long as the coupon is applied successfully.)\*

*All Agents are required to renew their agreement to the Agent Code of Conduct every 180 days regardless of the payment plan chosen.*

50%

AGENT INFORMATION > PAYMENT INFORMATION > REVIEW ORDER

### Monthly Plan

PRODUCT	PRICE	QUANTITY	TOTAL
 Monthly Plan x 1	\$1.55	1	\$1.55

Coupon Code

#### Billing Details

FIRST NAME  LAST NAME  EMAIL ADDRESS  PHONE NUMBER (optional)

STREET ADDRESS  STREET ADDRESS 2  COMPANY (optional)

CITY  STATE  COUNTRY  ZIP CODE

Subscribe This Product



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How To Renew Your Registration

# Step 4

Read through the **Terms & Conditions**, then click on the box to accept them.  
Enter your credit card information, then click the **Place Order** button.

PRODUCT	TOTAL
Monthly Plan x 1	\$1.55
Subtotal	\$1.55
Tax	\$0.00
Total	\$1.55

### Payment Details

Pay with your credit card via Stripe.

Card Number \*  Expiry Month \*  Expiry Year \*  Card Code (cvc) \*

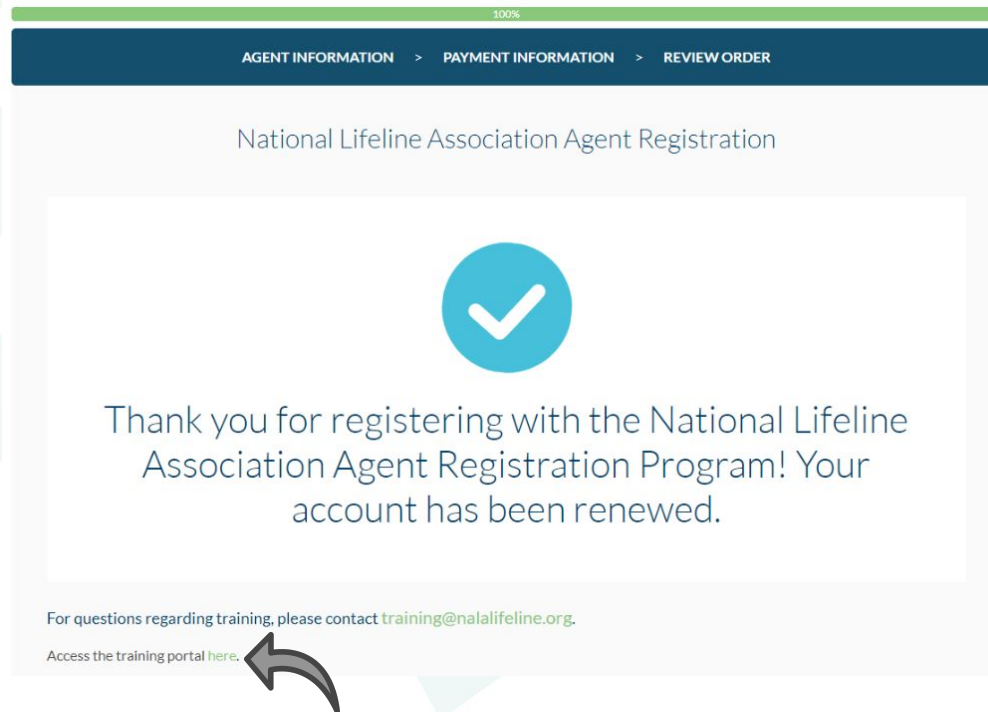
I've read and accept the [terms & conditions](#)



# Almost Finished!

You have successfully completed your renewal form order when you see the screen below. **There's just one more step!** Login to the NaLA Training site using your username and password\*, then **read the *Agent Code of Conduct* -- and sign your agreement.**

\*If you do not remember your username and password, instructions to reset your password are featured at the bottom of your enrollment notification.



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