

# NRMC Affiliate Member Registration Tutorial

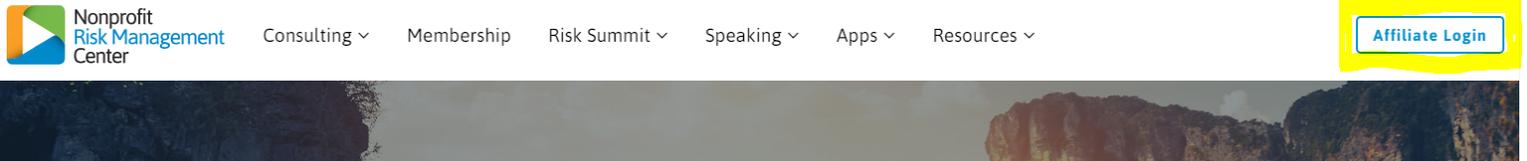
The Non Profit Insurance Program (NPIP) cultivates partnerships with affiliate members in order to bring nonprofits the best resources available nationwide. NPIP’s partnership with the Nonprofit Risk Management Center (NRMC) makes a vast library of risk management tools and resources available to all NPIP members. Simply follow these instructions to register on the [NRMC website](#), in order to start taking advantage of your membership benefits today!

## Step 1: Access the NRMC website

- Go directly to the [NRMC website](#); or
- Click the NRMC link in the callout located the [My Risk Solutions](#) homepage; or
- Click on the NRMC link on the [Member Resources](#) page on the NPIP website

## Step 2: Affiliate Login

- Click on the “Affiliate Login” button highlighted in the screenshot below:



## Step 3: Create Your Account

- Click the orange “Create Your Account” button in the screenshot below:

If you do not have an account, but you belong to an [Affiliate Member organization](#), then click the button below to create your account.



## Step 4: Register

- Follow the prompts in the online form (screenshot below)
- Be sure to include “Non Profit Insurance Program” in the “Affiliate” section (pictured below)
- You will receive an email with login instructions and a temporary password within 48 hours. If you do not, be sure to check your junk mail, or contact Kay Nakamura at 703.777.3504



\* First name

\* Last name

\* Your Organization Name

\* Affiliate

Your organization may be a member, chapter, or client of an Affiliate Membership organization



## Step 5: Take advantage of NRMC’s vast library of resources!

If you have any questions regarding these instructions, or the resources offered by NRMC, please contact Claire Hanberg at either [chanberg@chooseclear.com](mailto:chanberg@chooseclear.com) or 407.754.2027 ext. 4022