For a NEW jurisdiction membership under a Regional Chapter.

How to complete the application for your jurisdiction.

Link to the LGHN website: www.lghn.org

Membership page - Select **Chapter Membership**

Each jurisdiction will designate **one main contact person** to complete the application. This person will be the person who handles payment and manages the list of members for the organization.

Select the link to the regional chapter that you wish to join.

REGIONAL CHAPTERS

To join a Regional Chapter in your area, **select from the list** of Regional Chapters below.

- **Central Texas Local Government Hispanic Network**, Alejandra Lopez, President
- **Juntos Colorado**, Joe Camacho, President
- **LFLG - Latinos in Florida Local Government**, Raoul Lavin, President
- **I-LGHN - Illinois Local Government Hispanic Network**

Select Next - Complete the application form for the jurisdiction you have selected.

REGIONAL CHAPTER APPLICATION - ILLINOIS

Dues for **Illinois Regional Chapter** membership:

Large jurisdiction/org, 1,000 or more employees, $1,050
Small jurisdictions/org, **up to** 1,000 employees, $550
Individual membership ($100) and Student membership ($0) available only if the jurisdiction is not interested in joining.

Select NEXT to proceed to the membership application.

NEXT

Select a **Membership Type**, then select **Next** to move through the application until you have submitted **payment**.

There are two ways for additional members to be added:

1. After completing the application and payment, the **Primary Contact** can ADD new members manually by logging into the LGHN website. If you only have a **few members to add**, this is a simple, easy way to do it.

2. Alternate method: If you have **a lot of members to add** and/or wish for members to complete the application for themselves, you (the primary contact) can create a 'Code' *while you're completing the application (Create Add-on Code)*, which you would provide to each person joining. When each person starts the application, he/she will enter the code on the application where it says, 'Organization Code'. The application will populate with the organization's information and the member will not be charged. See additional screen shots below.

Cost will be pro-rated by month.

Membership Dues

Organization Code

[   ] Apply

If you work with an organization that is an existing member of LGHN, and were given a code to sign up under their membership, enter it now and click Apply.
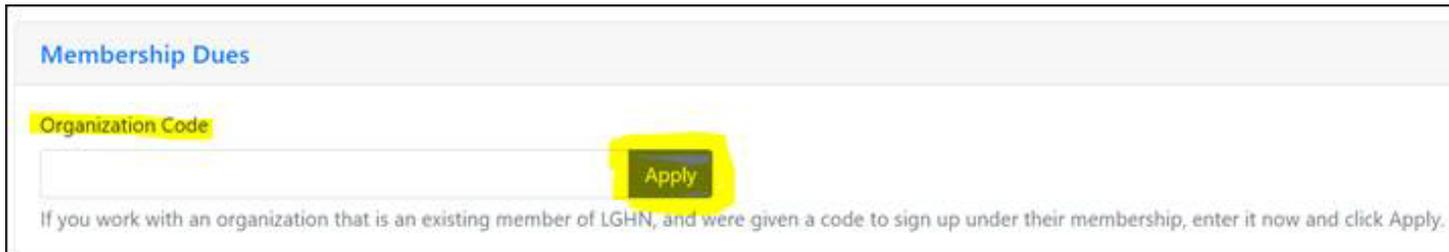
Membership Type *

select a membership type

Create Add-On Code

[   ]

New Applicants: If you would like to add additional users under your membership and would like them to be able to use this application to sign up, you may choose an Organization Code fo

Keep selecting NEXT until you have completed the application and submitted payment.

What the user sees when using method 2. with a code, provide the code to the individuals in your organization. When they start the application, they will enter the code and select Apply (very important to Apply the code)

Membership Dues

Organization Code

[   ]   Apply

If you work with an organization that is an existing member of LGHN, and were given a code to sign up under their membership, enter it now and click Apply.
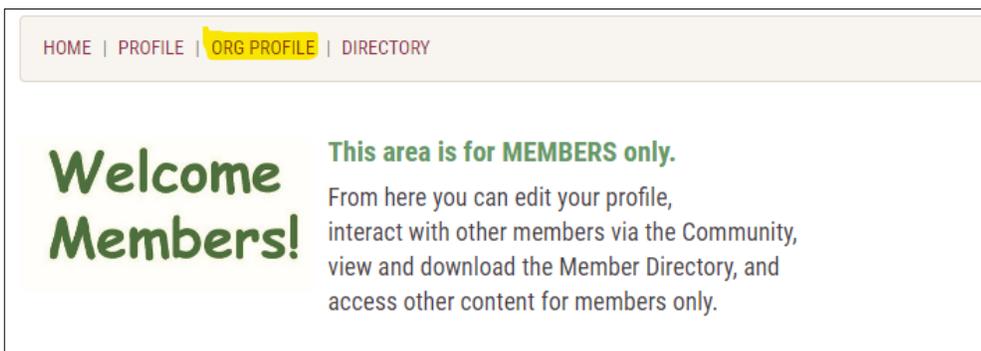

The Organization Code you entered has been applied!

Cost will be pro-rated by month.

Membership Dues

Your Dues Rate Type is: SMALL Jurisdiction Illinois Regional (1 year) $0.00

Using Method 1. above, where the **Primary Contact** adds the members manually, log into the website.
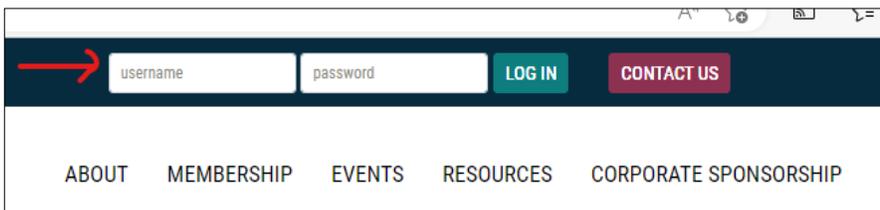
[username] [password] **LOG IN** **CONTACT US**

ABOUT   MEMBERSHIP   EVENTS   RESOURCES   CORPORATE SPONSORSHIP

After logging into the website as a member, select ORG PROFILE on the Welcome Members screen. As the billing contact (main contact) you are the only person who can make payment or managing the list of members. Nobody else will see the ORG PROFILE option.

HOME | PROFILE | ORG PROFILE | DIRECTORY

Welcome Members!

This area is for MEMBERS only.

From here you can edit your profile, interact with other members via the Community, view and download the Member Directory, and access other content for members only.

Then select INDIVIDUALS. From this page you can add or remove members for your organization.

CONTACT INFO | INDIVIDUALS

You are the Billing Contact for this organization.

You are the Billing Contact for this organization.

Status

Active

ADD NEW

Show 50 entries

	ID	Last Name
✏️ $	3711	**Beckstedt**
✏️ $ ⊗	1102	Butterfield