

Membership Directory

Basic How to Use Instructions

Searching:

SEARCH BY “SEARCH TYPE.” Select one of the following choices:
Last name, first name; phone number; firm name; or firm phone number.
You may also search phonetically.

Enter the name or phone number in the “Search Term” box
Click on the black box “Search.”

OR

You may **SEARCH BY THE ALPHABET** listed at the top to see all members with the last name beginning with, for example, “A.”

Information in Member’s Listing:

When viewing a member’s listing, you will find address, phone, fax and email information (if available) on that member. You may click on the email address to send that member an email. You may click on the firm name to see other members at that firm. From the firm listing, click on the name of any member of the firm to view that member’s individual listing.

A large number of members also have websites listed, and you may view that website by clicking on the link. Use the page back arrow to return to the directory listing.

You may also download contact information for any member by clicking on “Add to Outlook Address Book.”

Changing Individual Information:

Click on “Update My Member Information” to make changes to your individual listing. If you need to change your firm information, follow the link under the Firm name which is right above your photo.