

Online Membership Purchase & Renewal

- 1) Click on the “Apply Online” button.
- 2) In Step 1, enter your phone number (area code not required unless it is not “403”). If you know you purchased a membership last year but the system doesn’t recognize your phone number, contact membership@mpca.ca to update the phone number in our database. If you are a new member, a “Purchase a new membership” button will appear. Click on this and you will be taken to the registration system to begin your purchase.
- 3) If your phone number is recognized, you will be e-mailed a password to update your information and renew your membership. If you didn’t provide an e-mail address last year, contact membership@mpca.ca to update your record.
- 4) Once you have your password, enter your e-mail address and password in Step 2 and click “Login”. This will take you to your membership purchase/renewal page. There are 5 tabs:
 - Contact Information: Your phone number, address, postal code, and primary contact last and first names and e-mail fields are required. You may provide your spouse’s information as an alternate contact. Do not tab to the alternate contact fields if you won’t be completing them.
 - Family Information (optional): If your children will be participating in Playgroup or any other children’s programs, provide their information on this tab.
 - Member Profile: Chose the type of membership you are purchasing (Mount Pleasant resident, non-resident, or senior) here and indicate which community programs and volunteer opportunities are of interest to you.
 - Payment: Choose “Mail in Cheque” or “Pay by Credit Card”. If paying by credit card, complete the type of card, card number, name on card, and expiry date fields.
 - Submit Data: Click this button to submit your membership application. A summary of the information you have entered will appear. Once you have reviewed and made any needed corrections, click the “Purchase Membership” button.
- 5) If you paid by credit card, confirmation of your membership purchase, your information on the membership database, and your membership number will be e-mailed to you.
- 6) If you are paying by cheque, you will receive an e-mail showing the amount to be paid. Mail a copy of this e-mail along with your cheque payable to “Mount Pleasant Community Association” to the address provided. Confirmation of your membership purchase will be e-mailed to you once payment is received.

And you’re done. You won’t receive a membership card. If you forget your membership number, go back to the MPCA web site, click on the “Retrieve Membership Details” link, enter your phone number, and hit “Submit”.