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1st Reminder

2024 Registrant Renewals

Dear CPC Registrants,

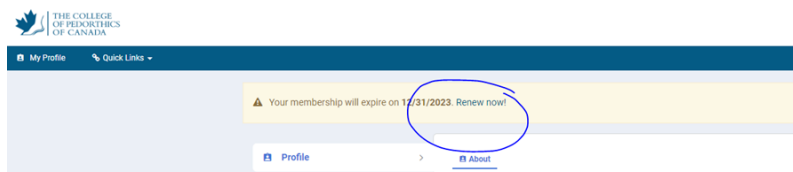
This is your first renewal reminder. If you have already paid your dues, please disregard.

The 2024 College of Pedorthics of Canada (CPC) registrant renewal invoices are now available online. Membership fees are due by **January 1st, 2024**. Payments received after January 1, 2024 are subject to a \$50 (plus GST/HST) late fee.

Renewing your CPC Membership

Please follow the four steps below to renew your CPC Membership:

- **Log-In:** Log-in your CPC registrant portal with your personal username and password [HERE](#). If you require a password reset, contact the CPC office immediately: info@cpedcs.ca.
- **Renew and pay online:** Renew your membership by clicking: **'Renew Now'** at the top of the screen in the Registrant Area or *Manage Prolife* pages. You can choose to pay your membership online by credit card in real-time or you can send a cheque for the full amount to the CPC office. If paying by credit card, you may choose to pay in 12-month installments.
****Please note that if you are currently on the installment schedule for 2023, you will not be able to renew for 2024 until your last payment has been processed.***



- **Confirm Proof of Professional Liability Insurance (PPL):** All members are required to confirm insurance coverage during

the renewal process. If you are NOT insured with BMS, please upload a PDF copy of your proof of 1 million personal liability insurance to your membership profile. For more information on Professional Liability Insurance, click [HERE](#).

- **Update Profile:** Lastly, please click on the 'Manage Profile' link to review your current profile information and make any changes, as necessary.

Sincerely,

Geoff Powell

Executive Director & Registrar

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You are receiving this email because you are a Registrant of the CPC

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