


## Member Upgrade Instructions

As part of our annual renewal, all current Allied Members will receive an annual renewal letter and invoice, with instructions on how to select a Membership Tier. You may upgrade and submit payment by mail or online in the Member Portal.

### To Upgrade by Mail:

You will select your tier and submit payment with your invoice.



Connecticut Restaurant Association  
270 Farmington Ave, Suite 142  
Farmington, CT 06032

**Invoice**  
21383

**Invoicing Date:** 02/01/2022  
**Member ID:** 100902  
**Invoice Due:** 02/01/2022

Yvette Tavares  
Connecticut Restaurant Association  
270 Farmington Ave, Suite 142  
Farmington, CT 06032

**Total:** 650.00  
**Amt Paid:** 0.00  
**Balance Due:** 650.00

Description	Amount
Annual Allied Membership Dues - CORE	650.00
<b>Optional Items</b>	
Upgrade to ADVANTAGE (\$2500): add \$1850 to invoice*	_____
Upgrade to PRIME (\$10,000+): To pay \$2500 enrollment fee today, add \$1850 to your invoice. See additional plan details below.*	_____

Dues to the Connecticut Restaurant Association are not deductible as a charitable contribution but may be deductible as an ordinary and necessary business expense. A portion of the dues, however, is not deductible to the extent that the Connecticut Restaurant Association engages in lobbying activities. The non-deductible portion of the dues is 70 percent of the annual dues for this year.

**PLEASE REFERENCE TIERED MEMBERSHIP DESCRIPTIONS BEFORE MAKING YOUR LEVEL SELECTION.**

\* PRIME membership requires a minimum investment of \$10,000 annually, which may include a portion of your sponsorship commitments and/or revenue share contributions. To enroll, you must make a minimum payment of \$2500 today. A member of the CRA team will be in touch to discuss the details of your annual commitment.

**Make Your Selections Online:** If you prefer, you may make payments and upgrade selections online in the Member Portal.

Upgrade to ADVANTAGE (\$2500): add \$1850 to invoice\*

Upgrade to PRIME (\$10,000+): To pay \$2500 enrollment fee today, add \$1850 to your invoice. See additional plan details below.\*

\$ \_\_\_\_\_

\$ \_\_\_\_\_

Member ID	Invoice	Due Date	Total Due	Total Payment Enclosed
100902	21383	02/01/2022	\$650.00	\$ _____

**Please verify address and provide corrections**

Yvette Tavares  
Connecticut Restaurant Association  
270 Farmington Ave, Suite 142  
Farmington, CT 06032

Correct Address

**Make checks payable to:**

Connecticut Restaurant Association  
270 Farmington Ave, Suite 142  
Farmington, CT 06032

MasterCard

Visa

Discover

American Express

Card No. \_\_\_\_\_

Exp. Date \_\_\_\_\_

Signature \_\_\_\_\_

Sec. Code \_\_\_\_\_

Convenient online payment option at: <http://www.ctrestaurant.org>

*You will see optional items with instructions on how to upgrade.*

*Your invoice will default to CORE membership unless you choose to upgrade.*

*To upgrade to ADVANTAGE or PRIME, enter upgrade amount here.*

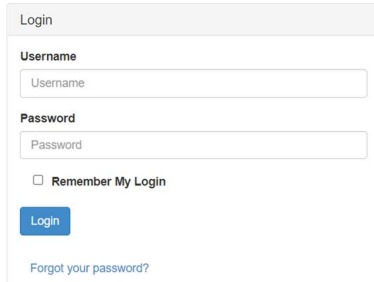
*If upgrading to PRIME, you will need to submit enrollment fee or contact CRA about your annual commitment.*

*Enter total payment amount here and mail to payment address.*

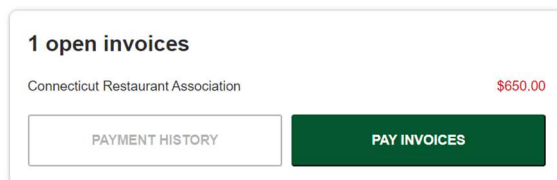
## To Upgrade Online:

You will select your tier and submit payment in the Member Portal at [www.ctrestaurant.org](http://www.ctrestaurant.org).

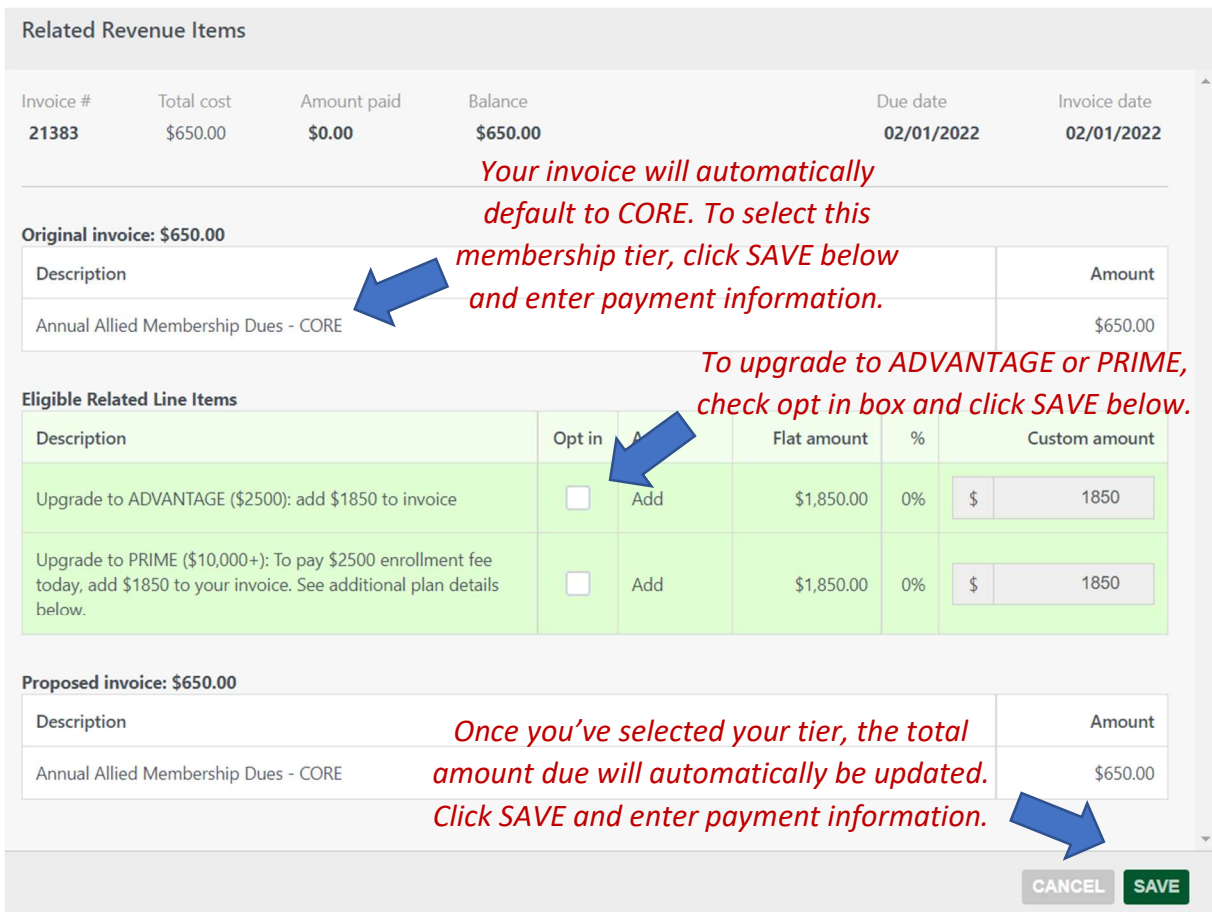
### Connecticut Restaurant Association



Log in to the Member Portal using the primary email account (or any primary user profile) on your membership. Use the “Forgot My Password” function if you need to reset your password.



Once logged in, you will see a link to view or pay any open invoices. Click “Pay Invoices”, then select “Pay Now” for the invoice and a pop up screen like below will appear. This is where you will select your level and submit payment.



Invoice #	Total cost	Amount paid	Balance	Due date	Invoice date
21383	\$650.00	\$0.00	\$650.00	02/01/2022	02/01/2022

*Your invoice will automatically default to CORE. To select this membership tier, click SAVE below and enter payment information.*

Description	Amount
Annual Allied Membership Dues - CORE	\$650.00

*To upgrade to ADVANTAGE or PRIME, check opt in box and click SAVE below.*

Description	Opt in	Flat amount	%	Custom amount
Upgrade to ADVANTAGE (\$2500): add \$1850 to invoice	<input type="checkbox"/>	\$1,850.00	0%	\$ 1850
Upgrade to PRIME (\$10,000+): To pay \$2500 enrollment fee today, add \$1850 to your invoice. See additional plan details below.	<input type="checkbox"/>	\$1,850.00	0%	\$ 1850

*Once you've selected your tier, the total amount due will automatically be updated. Click SAVE and enter payment information.*

Description	Amount
Annual Allied Membership Dues - CORE	\$650.00

CANCEL SAVE

**NOTE:** Once you click SAVE, you will not be able to go back and change your invoice. Email us at [membership@ctrestaurant.org](mailto:membership@ctrestaurant.org) if you need your invoice reset.