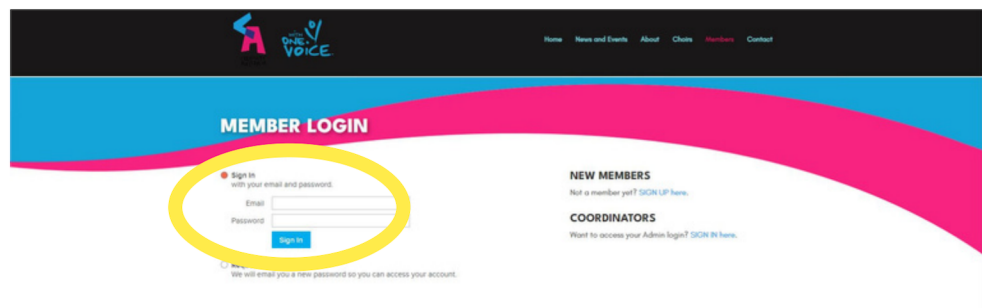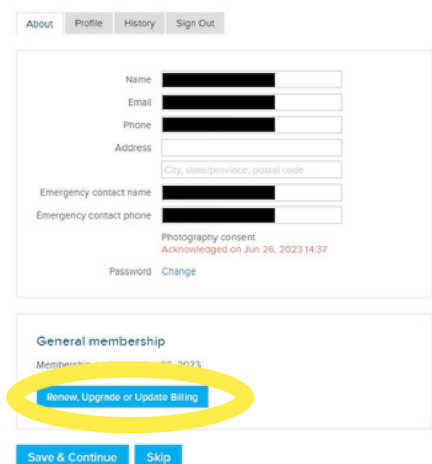# How to manage your billing

1. Head to withonevoice.org.au/members and log in using your email and password



2. The section underneath your personal information will outline your current billing information, including your membership expiry date.
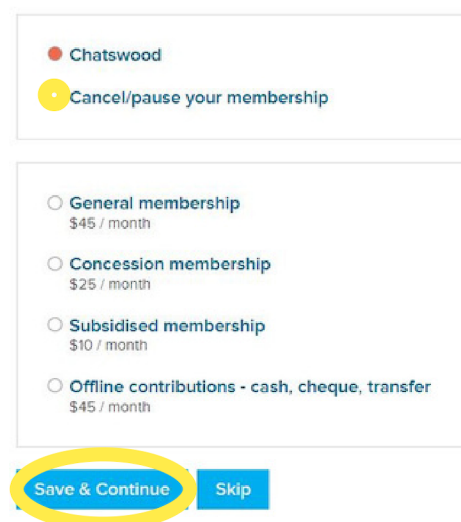
To change your billing, click on 'Renew, Upgrade or Update Billing'.



3. If you would like to pause your contributions, click on 'Cancel/pause your membership' under the name of your choir.
General, Concession, and Subsidised membership are all automatically recurring monthly contributions. If you select one of these, you will be prompted to enter your card information.
Offline contributions can be selected if you would like to pay by cash, cheque, or bank transfer. This option is listed as $45/month, but you can contribute a different amount if you prefer. If you select this option, you will see instructions on how to make these payments. You will then be marked as 'past due' until we see the payment arrive.



4. Click on 'Save & Continue' to confirm.