

Add Household Member

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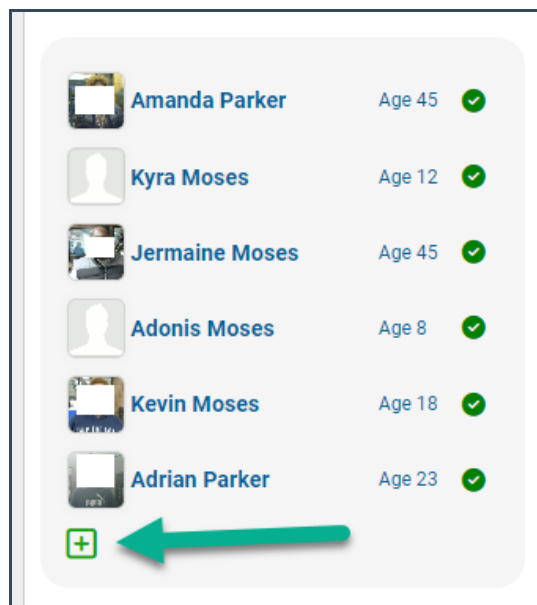
Add Household Member

Find Member > Access Existing Account

You can find the account and access the profile to add the household member to an existing account.

NOTE: When adding a new household member to an account with an **active membership**, please make sure the right membership type is accurate for adding this new member. If not, replace the membership type before adding the new member.

1. From any profile page in the unit > Click on the **Green +** under the profile picture.
2. Add new member information. Can edit email and phone number if different from Primary Member.
3. Click **Save**.
4. Take photo.



To update who is part of a household membership, see [Household Membership Composition](#)