



Our Mission is to improve Fire and Life Safety AFAA ILLINOIS

CORPORATE AND CORPORATE ASSOCIATE ACCOUNTS

Overview:

This documents shows the Corporate Member how to add/edit/remove Corporate Associates inside of his/her master Corporate Account on www.il-afaa.org.

Definition:

Corporate Member: Any corporation, company, partnership or proprietorship who is a fire alarm system distributor, dealer, contractor, or installer of automatic fire alarm systems or component parts; engineering or architectural firms; end users; insurers or any other corporation involved with fire alarm systems.

Corporate Associate: Employees within the Corporate Member organization that wish to receive the same member privileges as the Corporate Member. This includes member discounts for meetings, training and events.

Process:

Corporate Associate must be maintained by the Corporate Member as the “master” record keeper. They should be reviewed annually and amended as needed. Follow this online to maintain your corporate account:

- 1) Logon to <http://www.il-afaa.org> with your Corporate Member credentials.
- 2) In the Navigation bar choose “My Account” and then “Manage Associate Accounts”
- 3) Follow the prompts to either add/edit or delete as needed.

