



Gold Wing Road Riders Association
Updating Personal Information at Home Office



It is important to keep your profile current with Home Office. If you have move, changed your e-mail address or phone number, please alert Home Office. This document will assist you in that process.

You can do this one of three ways:

1. Call Customer Service: 1-800-843-9460
2. Email Customer Service: CustomerService@GWRRA.org
3. Go online: <http://www.gwrra.org/members>

To update your information online:

If you have never logged on to this sight, you will first need to obtain log-in information. This can be done by clicking on the Welcome (Log-in) page where instructed.

After you complete this process you will receive an email with your user name and password.

After you have received your user name and password return to the Log-in page and on the left side of the screen click on "Manage My Records".

Click Continue. Enter your user Name and password.

Click Continue. At the Choose prompt, select the drop-down menu and choose "Modify My Record" and click on the "Go" button.

After you have made your changes click the Submit Changes button. This will update your information. When you have completed all the changes you need to make, be sure to log off.

If you have any questions, feel free to contact Customer Service at the phone number or email address listed above.

Updating Your Chapter Affiliation with Home Office

Your Chapter affiliation is automatically assigned using your zip code. You may find that the Chapter that feels most like "family" to you is not necessarily the Chapter to which you were automatically assigned. Many individuals don't bother to change their affiliation (also called an "override"), but there are some excellent reasons to change your affiliation to your Chapter of choice. For example, if your chosen Chapter is participating in the Chapter of the Year program, it can benefit them to have you on their Area Report List if you are an active Chapter participant. If you wish to serve your chapter in an Officer position, you will also want to change your Chapter affiliation.

To change your Chapter affiliation, contact Customer Service at 1-800-843-9460.