

Skål International Toronto Members Personal Information Change Instructions

Changing information on Skål International

Enter the Skål International Website www.skal.org

In the top right corner there are the words “**MEMBERS ONLY AREA**” please left click on that wording

That will open up a page where you will be asked to enter “**Last Name**” followed by and an area to enter “**Current Membership Number or Password**” (this is your yearly Skål Membership number, these numbers will no longer change from year to year) then press send key.

That will open up a page where you will select the “**Modification of Personal Data**” please left click on that wording.

That will open up a page where you can begin to review, change or insert your correct personal data in the appropriate fields. Once you have verified that the information is correct you press the send key.

If all information is correct you will receive the following message “**Your modification has been sent correctly.**” **This modification to your personal details will become effective on approval by the General Secretariat; changes normally take about 48 hours.**

Also need to change your contact information on the www.torontoskal.org site

None of the changes made on the Skål International Website www.skal.org are transferred to the www.torontoskal.org website. Each member must notify the Executive Secretary/Treasurer of the Club in order to have any contact information changed. It is the responsibility of each member to keep their information accurate.

Thank you for your cooperation and any questions please contact the Skål International Toronto Executive Secretary/Treasurer.

Best Regards & Skål

Skål International Toronto Executive

