

How to use the COAT Membership System

RENEWALS

1. Login - go to the website https://coat.asn.au/ and click the 'login' button (Top RH corner).



2. If you don't have, or you have lost your username and password, click 'Lost your password' which is the link at the bottom of the Login page (the page you arrive at after you click the 'login' button - see image below).

On the Lost Password page type in your email address, then click 'RESET PASSWORD'.

Reset instructions will be emailed to you. If you don't receive this email please check your SPAM/JUNK folder, as often these types of email get caught in your SPAM/JUNK filters. If you have checked SPAM/JUNK and you still haven't found the email, please contact us for help (secretariat@coat.asn.au).

| | | Telep | none: 0418 281 116 | | | |
|-------|------------------------------------|-------------------------------------|------------------------------|------------------------|------------------------------|------------------|
| | | | | GPO Box 268, Darli | nghurst NSW 1300 Email: | info@coat.asn.au |
| | COAT 📣 | | | | LOGIN JOIN / REN | EW MEMBERSHIP |
| COUNC | CIL OF AUSTRALASIAN TRIBUNALS | | VACANCIES | IG COURSES COAT | PRACTICE MANUAL ENEV | BULLETIN |
| Home | Membership ~ About ~ Chapters | Events & Professional Development ~ | Gallery Y Resources & Public | cations Practice Manua | al ~ E-news / Bulletin ~ Con | act |
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| | Homepage > Log In | | | | | |
| | Log In | | | | | |
| | Username or Email Address | | | | | |
| | | | | | | |
| | Password | | | | | |
| | | | | | | |
| | | | | | | |
| | Remember Me | | | | | |
| | Lost your password? BACK TO TOP | | | LOG IN | I | |

- 3. Once logged in you will be taken to your membership screen which will give you details of your membership and enable you to renew.
- 4. Once you have clicked 'SUBMIT' on your renewal you must pay for your membership before you can use the website. If you choose to pay by cheque / EFT you will have to log out to use the site while your payment is being processed.
- 5. You'll be emailed when your payment has been processed and will then be able to login and manage your details and / or use the site.

NEW MEMBERSHIP

- 1. Click JOIN / RENEW MEMBERSHIP button and complete the form.
- 2. An email will be sent to the website administrator who will approve your account or contact you with any issues.
- 3. Once approved you will receive an email inviting you to login and pay for your account.
- 4. Login and pay and your account will be activated.

If you have any issues at any time, please contact us at secretariat@coat.asn.au or 0418 281 116.