

HOW TO CONTACT BR MEMBERS

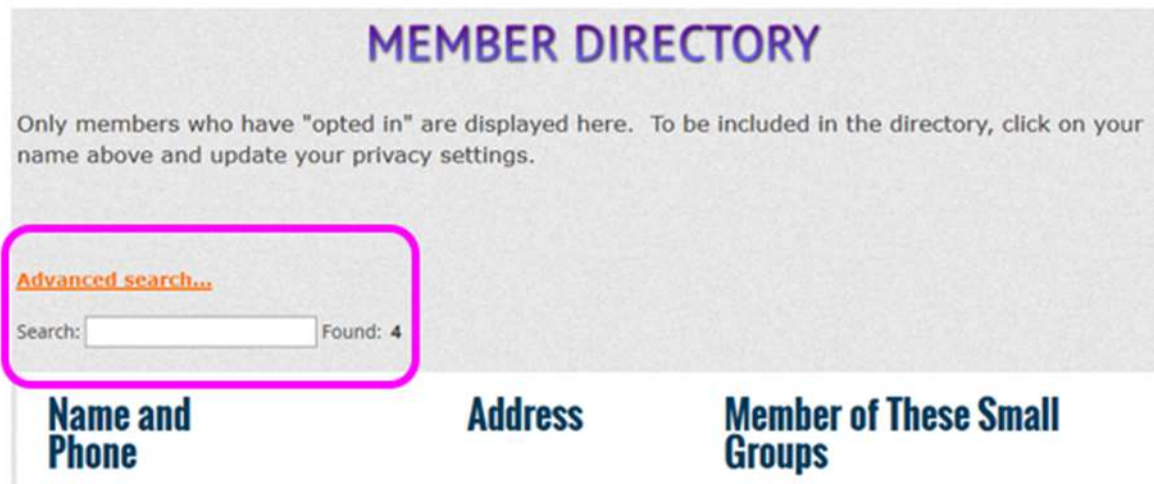
1. Go to the membership directory.

You must be logged in to the website access the directory.



Point your mouse over Membership and then select Membership directory from the pull-down menu.

2. Search for the member.

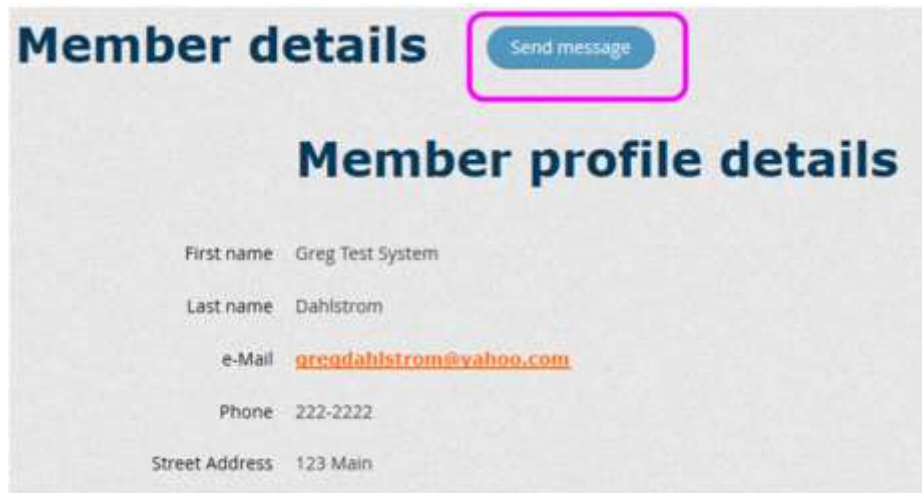


Type in the member's last name in the advance search box. As you type, names will be displayed.

Click on the name of the contact you want to contact.

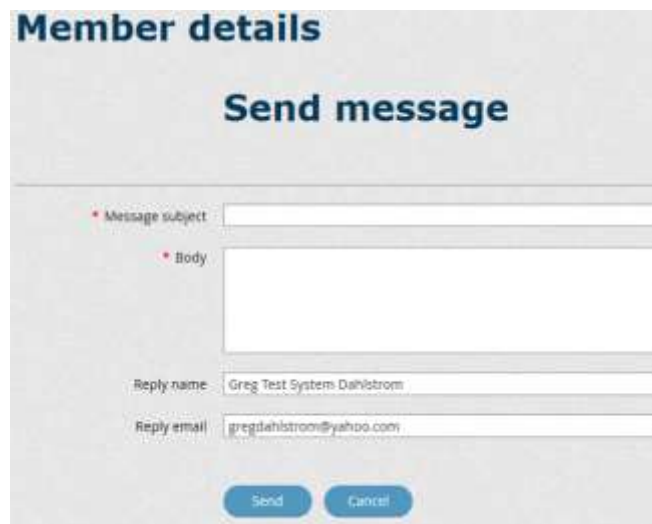
The member's detail will appear. If the member has selected their information to be public, their name and phone will be displayed, and you can phone or email them directly.

3. Sending a message via the website.



If their contact information is not displayed, you can send them an email via our website by clicking on Send Message.

A dialogue box opens, and you will need to type in a subject and a message. Click send when finished.

A screenshot of a "Send message" dialogue box. The title "Send message" is centered at the top in a bold, blue font. Below the title, there are two required fields: "Message subject" and "Body", each with a red asterisk and a corresponding input field. Below these, there are two pre-filled fields: "Reply name" with the value "Greg Test System Dahlstrom" and "Reply email" with the value "gregdahlstrom@yahoo.com". At the bottom of the box, there are two buttons: "Send" and "Cancel", both in blue with white text.

If you do not see a Send Message dialogue box for a member, it is because of their privacy settings.

The email message will look like this when received. It will contain your email address so they can reply to you.

