

Updating Your Member Profile

On the **Member Profile** page, follow the steps below to update the information displayed on your website listing.

If you are the **primary contact** for your NARI membership, you can also make changes to the individuals associated with your organization.

Update Your Organization Information

The screenshot shows the NARI Member Profile page. At the top, there's a navigation bar with 'Members' and 'Homeowners' tabs, and a 'NARI Community Login' link. Below this is the NARI logo and the text 'NATIONAL ASSOCIATION OF THE REMODELING INDUSTRY Remodeling Done Right.™'. The main heading is 'Member Profile'. On the right, there's a user profile for 'Ann Burke' with a dropdown arrow. Below this, the user's name and ID '(12691711) Ann Burke CRD' are displayed, along with a 'My Profile' link. A horizontal bar contains 'My Profile'. The main content area has tabs: 'Overview', 'My Account', 'Organizations' (highlighted in yellow), 'Purchases', 'Documents', and 'Links'. Under the 'Organizations' tab, there's a section for '#12691711' with a profile picture placeholder and an 'add' button. Below the picture is an 'Add Image' button. To the right of the picture, there's contact information for 'Burke Brother Builders TEST record' including address, phone, and email, each with an 'Edit' button. A green box says 'RECEIVES MEMBERSHIP BENEFITS' and a blue box says 'OPTED-IN TO SHOW IN MEMBER DIRECTORY'. On the right side of the 'Organizations' section, there's a 'Membership' box for 'NATIONAL REMODELER' with an expiration date of '7/31/2026' and a 'Pay >' button. At the bottom right, it says 'As of: 9/1/2026'. The 'Last Login' is '7/21/2025 2:58 PM'.

1. Click the **Edit** button to update your address, email address, or website.
2. Click the **Organization** tab.
3. On the next screen, click the **Manage** button.
4. Click the **Account** tab.
5. Under **Organization Info**, scroll down to review and update your organization information, such as:

- Gross revenues
- Year business established
- Other organization details

Organization Information

Organization Type: *	Remodeler
Gross Revenues in Fiscal Year:	\$500K - \$1M
The Home Depot Yearly Spend:	
Number of Employees:	6 - 14
Ownership Type:	Corporation
State of Incorporation:	IL
Year Business Established:	2005
Your Preferred Payment Option:	
Minority Owned?:	☒
Woman Owned?:	☒

6. Under **Select Specialties**, you can select up to **10 specialties** for your organization.

Select Specialties for Directory Listing

Specialty 1:	Baths
Specialty 2:	Cabinets
Specialty 3:	Remodeling Contractor
Specialty 4:	Sunrooms
Specialty 5:	Cabinet Installer
Specialty 6:	Basement Remodeling
Specialty 7:	

IMPORTANT: Click **SAVE** at the bottom of the screen to save your changes.

Add an Individual to Your Organization

If you are the primary contact for your NARI membership, you can add individuals associated with your organization.

1. Click the **Individual** tab.
2. Click **+ Add New Individual**.
3. Enter the individual's information and follow the prompts to complete the process.

Burke Brother Builders TEST record My Organization

[Home](#) > [My Profile](#) > [My Organization](#)

[★ Overview](#) [👤 Account](#) [👤 Individuals](#) [🛒 Purchases](#) [📄 Documents](#)

Individuals

Add New Individual +

1 [1 to 10 out of 10 records]

Name	Relationship	Manage	End Relationship
Michael Briggs	◀ Michael is Staff of Burke Brother Builders TEST record	Manage	End Relationship
	▶ Burke Brother Builders TEST record is Primary Firm of Michael		
Ann Burke	◀ Ann is Staff of Burke Brother Builders TEST record	Manage	End Relationship
	▶ Burke Brother Builders TEST record is Primary Firm of Ann		
Ann Burke	◀ Ann is Primary Contact of Burke Brother Builders TEST record	Manage	End Relationship
	▶ Burke Brother Builders TEST record is Primary Firm of Ann		