



Courtenay and District Fish & Game Protective Association  
Box 3177  
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250-338-0850

[the-office@courtenayfishandgame.org](mailto:the-office@courtenayfishandgame.org)  
[www.courtenayfishandgame.org](http://www.courtenayfishandgame.org)

## Online Renewal Instructions

In order to renew online, you will need to log in to the “Members Only” area on the website <https://courtenayfishandgame.org>. Button is at the top right.

The first time you go to do this, you will need to click on “Can’t access your account?” and enter your email address. A link will be sent to that email address as long as it’s the one that you provided on your application.

If your email address is not in our system, it will tell you so, and you will need to contact us to get it fixed. Either you did not provide us with an email address or we have a different one than you have supplied. We can check this quickly and get it corrected.

If you do not get a password reset link, your email address may be out of date, or the email ended up in your junk mail folder. The other possibility is, of course, that a human being misread your email and typed it in to our database incorrectly!

If this happens, please send a quick email to [membership@courtenayfishandgame.org](mailto:membership@courtenayfishandgame.org) or [the-office@courtenayfishandgame.org](mailto:the-office@courtenayfishandgame.org) with your proper email address and we’ll get it corrected for you!

Once you’re in to your profile, click on the “View Details” button  under your membership status, and it will take you to your profile. Scroll down to the renewal section and fill in the information required. It should be a fairly intuitive process, but if you have any trouble, send an email and we’ll try to help [membership@courtenayfishandgame.org](mailto:membership@courtenayfishandgame.org) or [the-office@courtenayfishandgame.org](mailto:the-office@courtenayfishandgame.org)

If you wish to change your membership type, (for example from Regular to Family) you will have to contact [membership@courtenayfishandgame.org](mailto:membership@courtenayfishandgame.org) or [the-office@courtenayfishandgame.org](mailto:the-office@courtenayfishandgame.org)

If you have any issues with the online renewal process please contact the office by phone or email for assistance 250-338-0850 or [the-office@courtenayfishandgame.org](mailto:the-office@courtenayfishandgame.org).