Remove Members from your Unlimited or Unlimited+ Membership

Purpose: To remove Individuals from an Unlimited or Unlimited+ membership. This process will just remove someone from the membership, they will still show as in the staff/board list in our system.
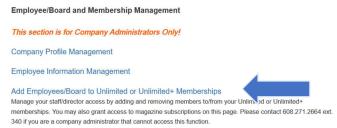
- If the individual is no longer with your credit union, please see Removing an Individual who is no longer with your credit union.

Process:

2. Access www.cues.org
3. Login
   - If don't you know how to login, please see Logging into CUES
4. Click Your Account (this will show your name once you're logged in). Then click My Account Details from the dropdown

5. In your Account Details page, under Employee/Board and Membership Management, click Add Employees/Board to Unlimited or Unlimited+ Memberships
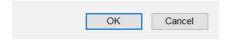

6. This page will list all current members at your credit union. To remove someone, click the small - under Add/Remove.

⊖		Sara Dyer	10/09/2018
⊖		Sharon Messmore	08/27/2019
⊖		Tanya Mueller Smith	01/10/2019
⊖		Teresa Brogan	10/19/2018
⊖		Theresa Witham	10/08/2018
⊖		Tony Hill	10/08/2018
⊖		Trish Kron	10/08/2018
⊖		Worker Bee	

7. A pop-up will appear asking you to confirm you want to remove this member. To confirm click OK.

Are you sure you want to remove this member?

OK   Cancel

8. Once you click OK, the individual will no longer be a CUES Member.

If you have any questions or concerns, please contact the Membership Team
Phone: 608.271.2664 ext. 340
Email: cues@cues.org