

Welcome to NACUMS!

Please find below some frequently asked questions to help guide you as a new member. If you have additional questions, please contact us at info@nacums.org or 877-NACUMS1



Cunimail Listserv

Q: What is Cunimail?

A: Cunimail is an email discussion group, open to employees of colleges and universities who are involved in their institution's mail processing. Cunimail is not available to vendors, the US Postal Service, or outsourcing companies.

Q: How do I post messages to Cunimail?

A: Visit the Cunimail page at [Cunimail \(nacums.org\)](http://Cunimail(nacums.org)) for information on how to post messages and important message etiquette.

Q: Can I unsubscribe/subscribe on demand?

A: Yes! NACUMS members can subscribe/unsubscribe to Cunimail as often as needed. Visit the Managing Cunimail Instruction page at [Managing CUNIMAIL Instructions.pdf \(memberclicks.net\)](http://Managing CUNIMAIL Instructions.pdf (memberclicks.net))

Be sure to check your spam folder for messages from Cunimail and NACUMS and add us to your safe sender list!

Managing Invoices



Q: How to view and manage your invoices

A: Login to the NACUMS website and visit [Instructions For Retrieving and Managing an Invoice - NACUMS Website.pdf \(memberclicks.net\)](http://Instructions For Retrieving and Managing an Invoice - NACUMS Website.pdf (memberclicks.net)) for detailed instructions on viewing and managing invoices.



Managing Your Membership

Q: How do update my contact information?

A: Login to the NACUMS website and click on My Profile. From here you can review and edit your profile, change your password, view invoices and forms you've submitted and more!

Q: If I joined at the institutional or benefactor level, how do I update members for my institution?

A: To update members for your institution contact NACUMS at info@nacums.org. If you are a primary contact for your membership you can see who your members are, but please contact us if you need to add, remove or substitute members so that that member history will not be overwritten.

Regional Association information



Q: Do I receive a discount on my NACUMS dues if I am a member of a regional association?

A: Yes! NACUMS extends a discount on membership to members of a regional association, with an active membership and are in good standing. Regional members should contact their regional association for the code to receive a discount on NACUMS membership.

Q: Can I renew my regional dues through the NACUMS website?

A: Yes! Regional members can renew their regional dues via the NACUMS website here. Login to the NACUMS website and click Renew Regional Membership. To join a regional, please contact the regional directly. For more information on regional associations visit <https://www.nacums.org/regional-associations>

