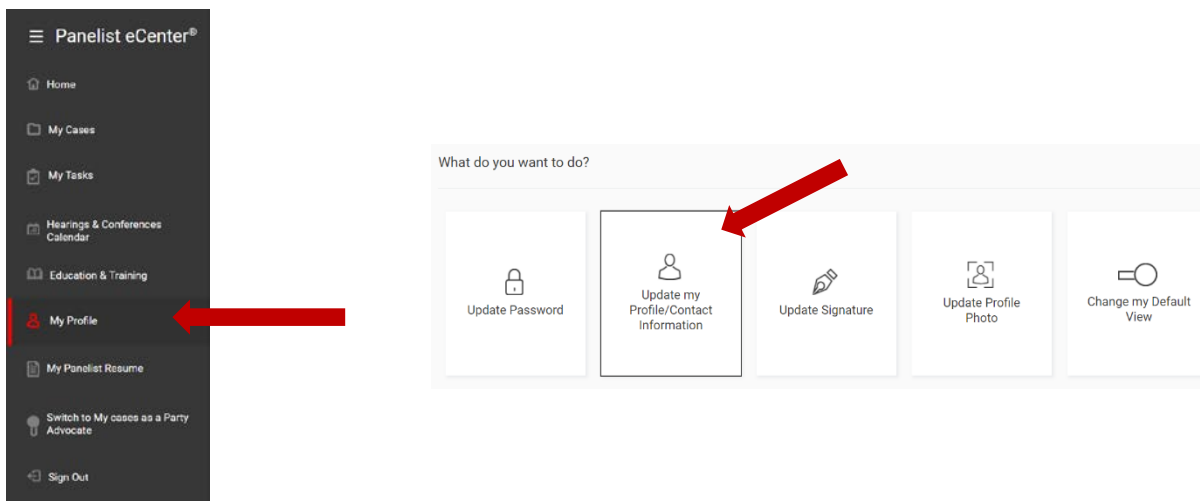




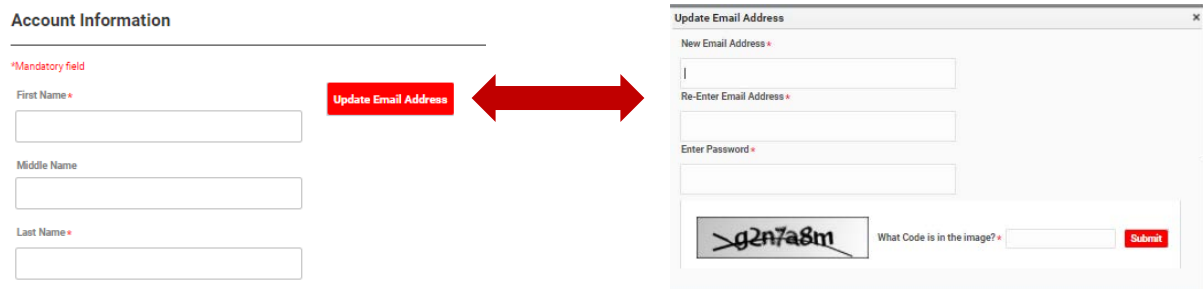
AAA Panelist eCenter® Contact Information Updates

If your employment information has changed, you should not create a new account. Please provide an updated W9 to Panel Relations, update your AAA resume, and use the instructions below to update your contact information.

After logging in, click on **My Profile** on the left side of the screen:



To make updates to your email address, click the **Update Email Address** button next to the name fields:



To make changes to your contact information, update the appropriate fields:

Account Information

*Mandatory field

First Name *

Update Email Address

Middle Name

Last Name *

Address Information(Enter or Update)

Address Type *

Business Home

Business Type *

Country *

State *

City *

Address Line1 *

Company Name *

Address Line2

Zip Code *

Address Line3

Zip+4

Contact Information

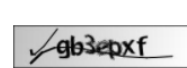
Country * Ext

Telephone *

Country *

Fax

Case Correspondence Delivery Preference * Email Fax Mail



What Code is in the image? *

Password *

Update

If Business is selected as the Address Type, the system will require entry of a Company Name.

Note: If your business address is the same as your home address, and you do not operate under a company name, please select Home as the address type.

Proceed to edit/overwrite only the data you are changing – clicking **Update** once complete.

An automated email will be sent confirming that a change has been requested – at the same time the AAA will review and approve the change.