



# Transferring-In Checklist

Use our checklist to ensure the right steps are followed if your new home is within the CAA North & East Ontario club's catchment area.



If transferring-in:

- Read our CAA Member handbook to find all the great benefits available
- Provide a valid email as CAA Members receive electronic statements
- For limited time offers, giveaways, last-minute travel deals and more:
  - Sign-up for the digital CAA North & East Ontario Magazine
  - Subscribe to our club newsletters
  - Follow us on social media such as, Facebook, Instagram, Twitter, YouTube

Call or visit your current CAA club's branch to:

- Inform them that you are moving permanently
- Ensure your current membership will not be auto renewed upon expiry
- Send CAA Dollars® to CAA North & East Ontario (if applicable)

To ensure discounts continue (if applicable):

- Update your CAA Vacations® profile with the new Membership number
- Update your CAA Insurance policies with the new Membership number
- Update Shell App with your new Membership number

For Membership services and benefits:

- Update CAA Mobile App™ with your new Membership number
- Create a CAA My Account online profile with your new Membership number

New cards will be sent with paper invoice for the first year and every 5 years when cards are replaced.

Our CAA North & East Ontario Membership expiries are 15th and the last day of the month.

Your expiry date may be pushed back to ensure no loss of coverage.

You will be able to continue using your Membership for the remainder for your term even after you've moved as we are affiliated with all CAA & AAA clubs across Canada and the United States.

