vmia

VMIA Portal

How do I update my organisation details?

How do I update my organisation details?

vmia

Step 1. To update organisation details, click on '**View organisation profile**' from the portal homepage**.**
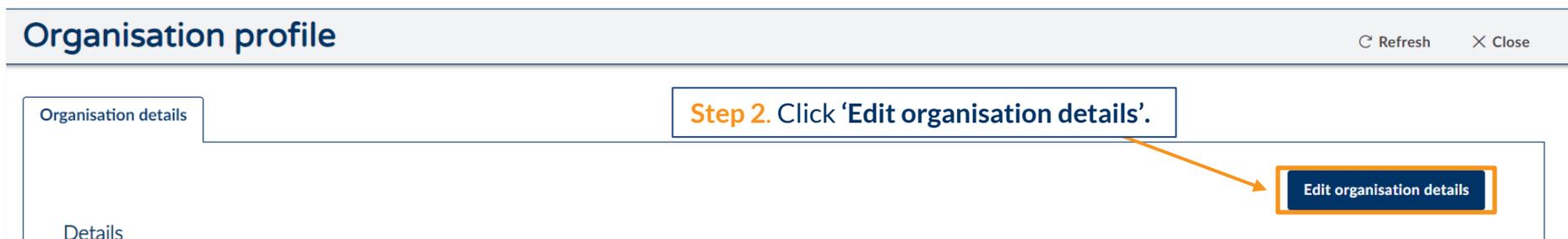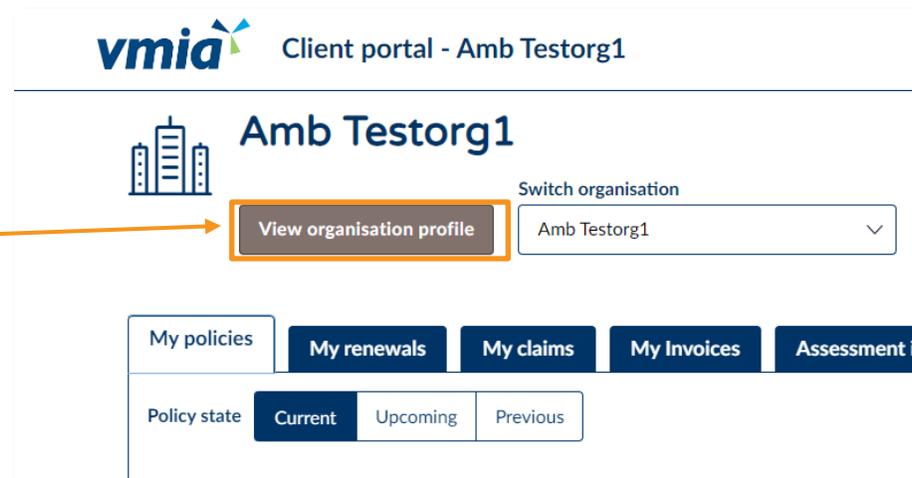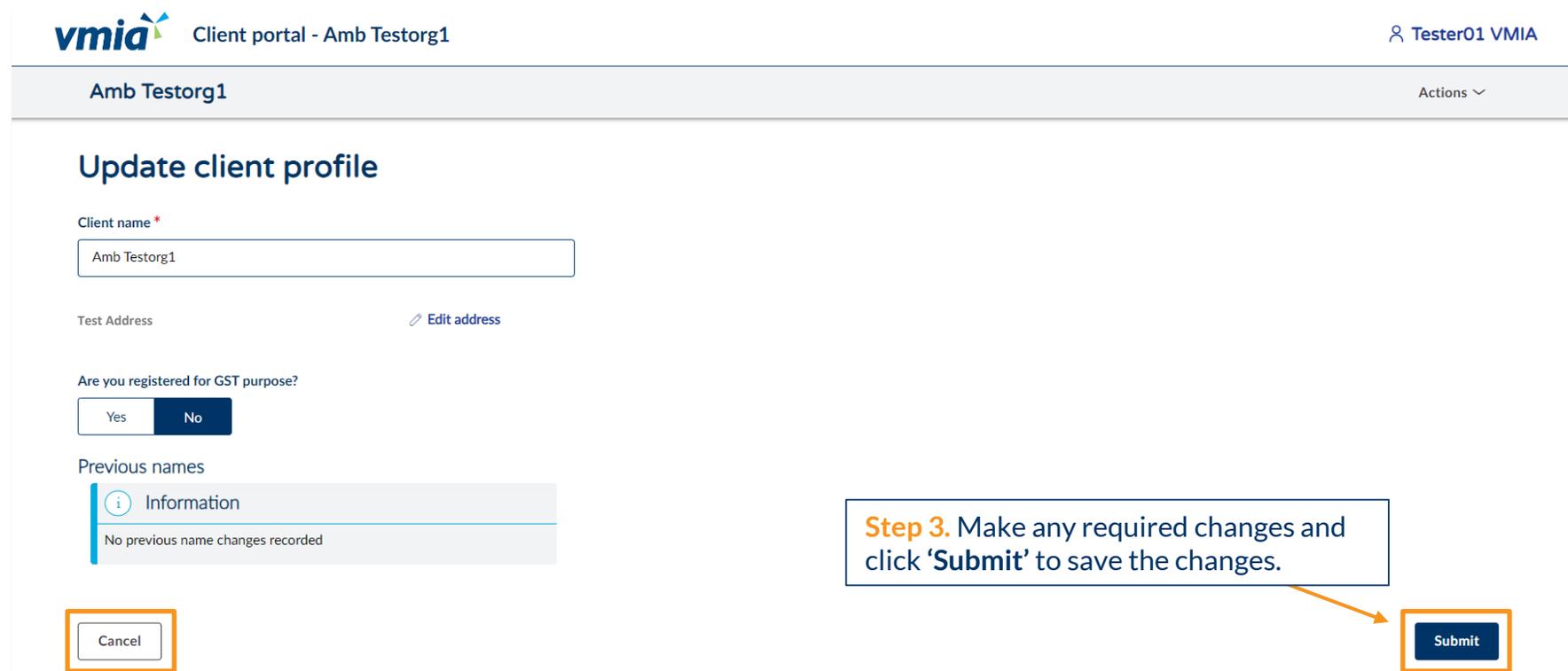
vmia Client portal - Amb Testorg1

Amb Testorg1

View organisation profile

Switch organisation

Amb Testorg1

| My policies | My renewals | My claims | My Invoices | Assessment i... |

Policy state | Current | Upcoming | Previous

Organisation profile

C Refresh ✕ Close

Organisation details

Step 2. Click '**Edit organisation details**'.

Edit organisation details

Details

How do I update my organisation details?

Step 3. Make any required changes and click **'Submit'** to save the changes.

Note: if you no longer wish to make any changes to the organisation details, click **'Cancel'** to return to the previous screen.

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