How to Resend an Account Invitation

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If a user did not receive their account invitation, or requests that it is sent again, access the Account Settings and select **Members and Privileges**.

Sent invitations that have not been accepted, are listed under Pending Invitations at the bottom of the screen:

Pending Invitations

Email	Actions
d@triceimaging.com	Copy Invitation Link Resend email Delete

Tip: Sometimes email fails, you can copy the invitation link by clicking the 'Copy Invitation Link' button and send it to the user in another way.

To resend the invitation to the same email address, select **Resend Email**.

To resend the invitation to a different email address, select **Copy Invitation Link**. The link will be copied onto your clipboard so that it can be pasted into an email or chat application. To paste the link, press Ctrl-V on your keyboard.

To void the invitation, select **Delete**. The link will no longer be functional.