

Redemption Tutorial

Step 1: Request the Discount Code

Email clubquality@toastmasters.org with:

- Club Name & Number
- Officer Name & Role
- Statement that your club has not yet used a code this year
- (Prospective clubs are eligible too)

Step 2: Redeem on Zoom

1. Log into Zoom.
2. Navigate to **Billing** or **Upgrade Plan**.
3. Select desired plan (Pro, Business, etc.).
4. Enter your **club's code** in the "Coupon Code" field.
5. Complete purchase at **50% off**.


Step 3: Administrative Notes

- **Unique code** per club each year.
- If your code **doesn't work**, contact clubquality@toastmasters.org

FAQ

<https://www.toastmasters.org/footer/faq/Zoom%20Discount>

SAMPLE EMAIL

 **Subject:** Request for Zoom Discount Code for [Club Name]

To: clubquality@toastmasters.org

Cc: (optional) Other club officers or your personal email

Email Body:

Dear Club Quality Team,

I hope this message finds you well.

I am writing to request the Zoom discount code for our Toastmasters club.

- **Club Name:** [Your Club Name]
- **Club Number:** [Your Club Number]

20250709 Update

- **Officer Name:** [Your Full Name]
- **Officer Role:** [Your Officer Title, e.g., Club President]
- **Email Address:** [Your Email Address]

To the best of our knowledge, our club has not used a Zoom discount code for this term.

We greatly appreciate your support in helping us reduce our meeting costs and continue delivering a high-quality experience for our members.

Thank you for your assistance.

Best regards,