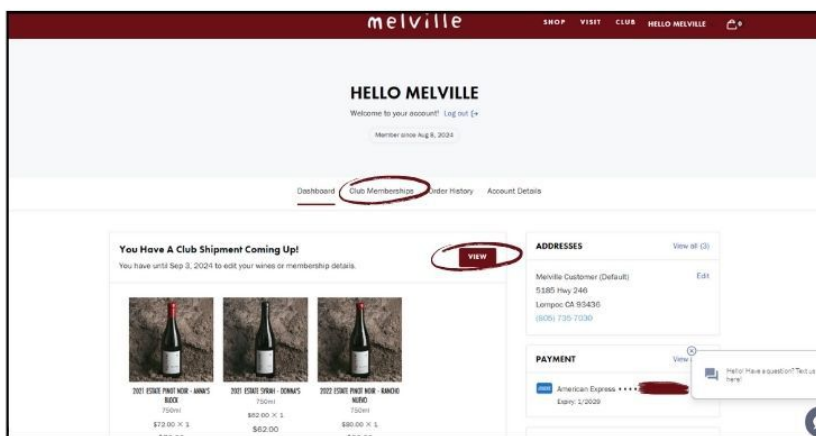


melville Wine Club

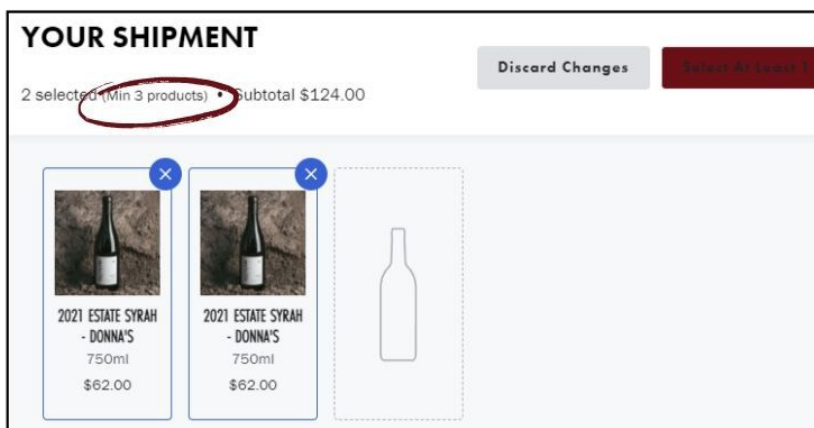
If you need assistance, you can call or text (805) 735-7030, or email wineclub@melvillewinery.com and we will be happy to help.

Editing your order

- Log in to your account
- From the dashboard, click to the Club Membership Tab as the top of your screen, or click the View button

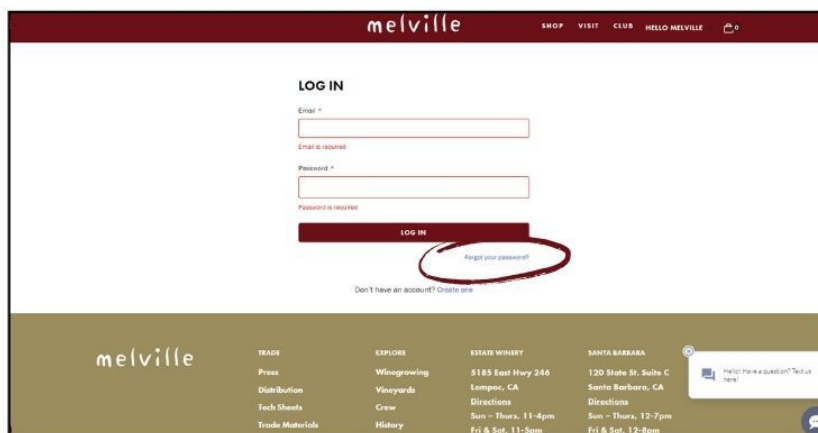


- Click “Edit Wines” and a full list of available wines to choose from will appear. You can exchange club wines for any current release, or add wines to your order.
- Save your changes. Your selections will be charged on the scheduled date, so you will not receive an email receipt until the card is charged. You will need to ensure you have selected the minimum quantity of wines for your club level (3, 6 or 12). An empty slot will appear if more bottles are required.



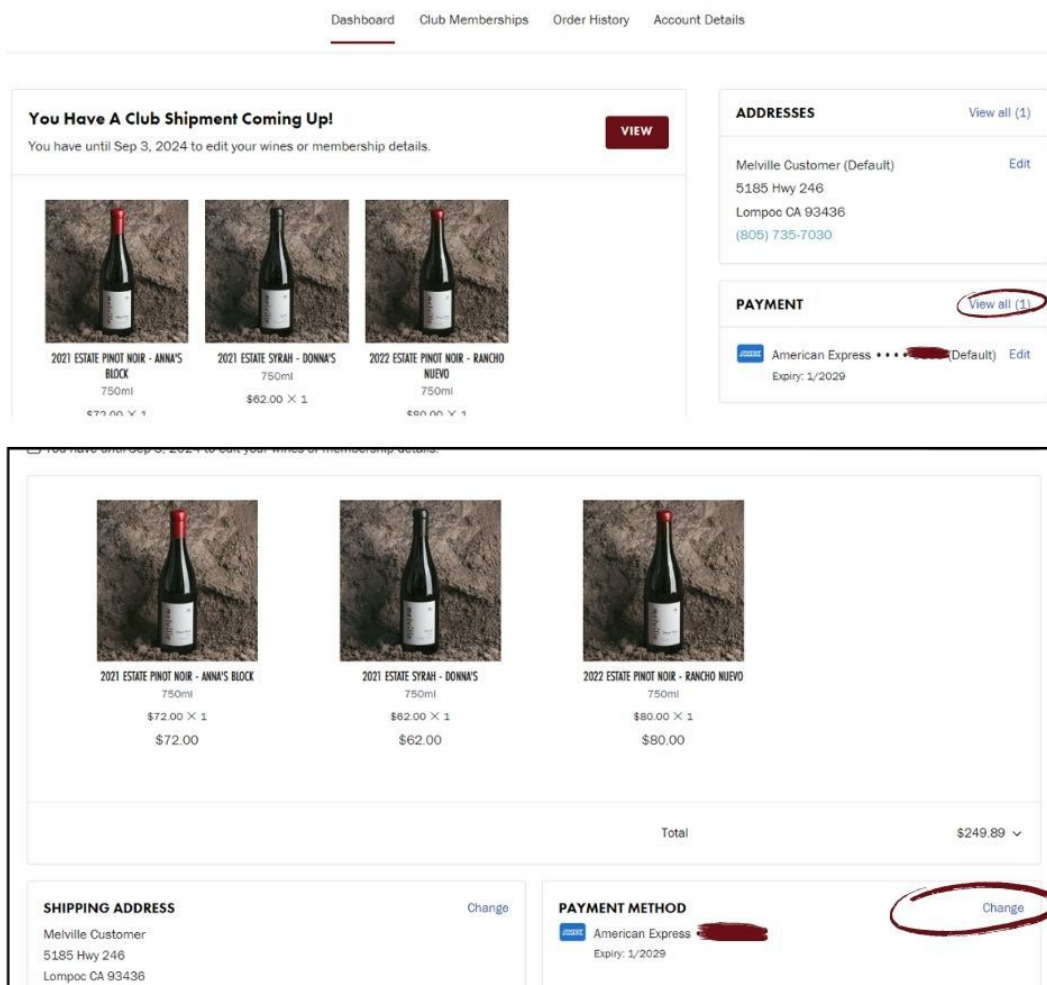
Reset Password

- Click the “forgot your password” link from the login page, then create a new password.

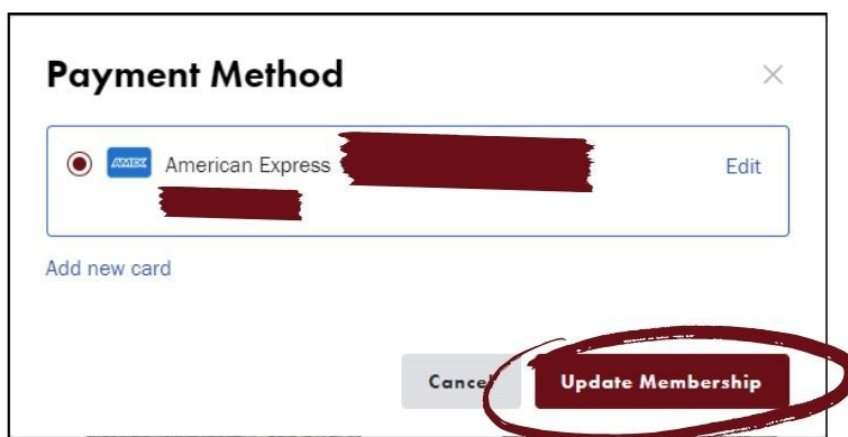


How do I change the credit card on file?

- From your dashboard, click “View” in the payments box OR
- From the club membership window, click “change”.

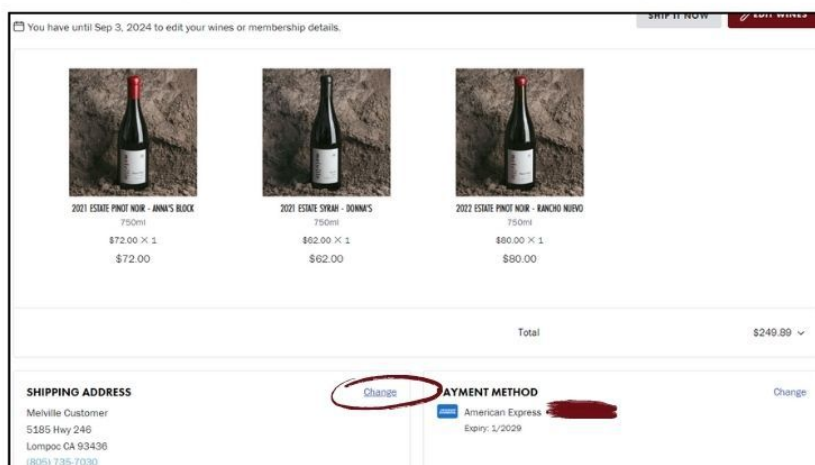


- Select to add a new card, or edit an existing card
- Click “Update Membership” once complete

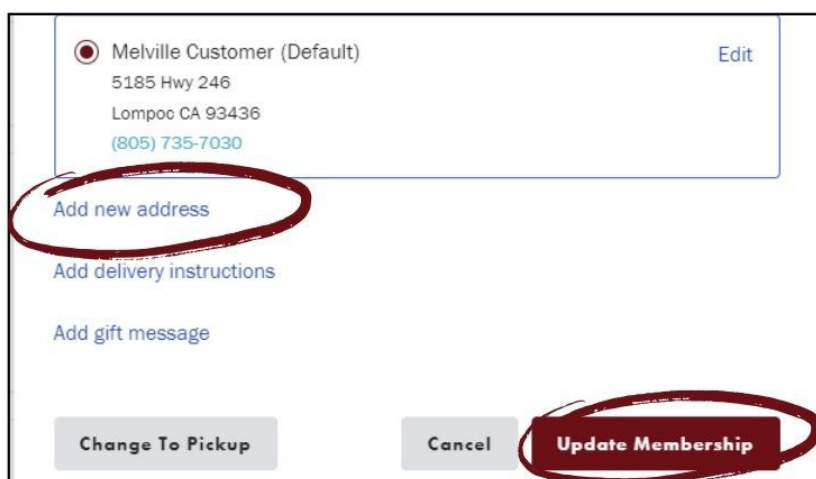


How do I change the shipping address for a shipment

- Login to your account and navigate to the Club Memberships tab on your dashboard
- In the “Shipping Address” box, click “Change”.

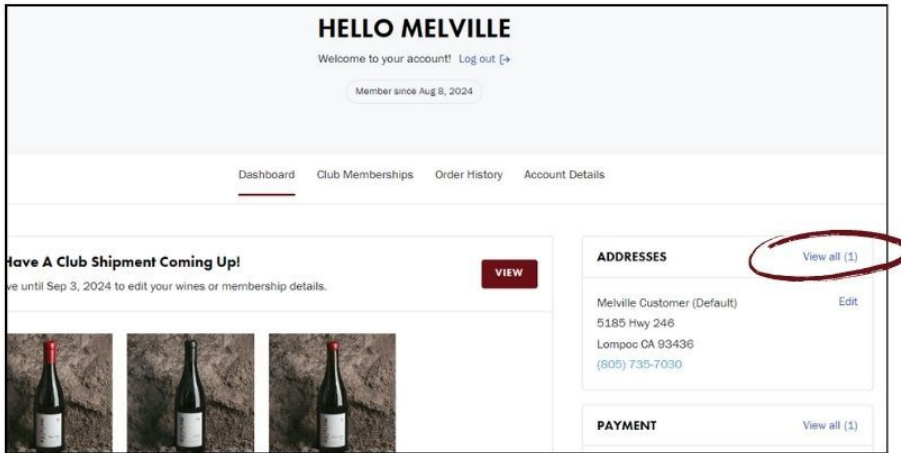


- From the popup window, you can either add a new address, or edit an existing one
- Click “Update Membership” once complete.



How do I change the shipping address for this and all future shipments?

- Login to your account and from your dashboard click into “Addresses”.



- Check the box that says “Make my default address” to use that address as your default club shipments. A “Shipping address for Premier/Grand/Monopole” note will appear in the window of the address that is set for club orders.

A screenshot of a form for confirming an address. It includes fields for 'Month *' (03), 'Day *' (14), and 'Year *' (1966). Below these fields is a note: 'Required to confirm you are of legal drinking age'. A checkbox labeled 'Make my default address' is highlighted with a red circle. At the bottom right are 'Cancel' and 'Save Address' buttons.

How do I change from Pickup to Ship or vice versa?

- Login to your account and navigate to the Club Membership tab on your dashboard
- In the box labeled either “Pickup Location” or “Shipping Address” click the “change” link. From here you can change the pickup location, or change to have your wine shipped, or change your address that it is shipping to.

Select Address



Melville Customer (Default)

Edit

5185 Hwy 246
Lompoc CA 93436
[\(805\) 735-7030](tel:(805)735-7030)

[Add new address](#)

[Add delivery instructions](#)

[Add gift message](#)

Change To Pickup

Cancel

Update Membership