

Group Administrator can invite members

Danelle M - 2026-04-17 - [Billing / Receipt](#)

Creating a GROUP Membership:

To consolidate the \$10 monthly charge into one group charge on a credit card, a Premier member of your team can go to their **Profile** in the upper right corner - Choose **Settings - Company Administration - Company Information** (Complete this section) - **Invitations**

Invite Members by entering their email address - **Invite User**

The user will receive an email and will need to **Accept the Invite**

If they have a free/standard login, they will then join the Premier status, and the credit card on file for the person who invited their team member will now be charged an additional \$10 for the new login.

If you invite three users, along with yourself, you will have a \$40 monthly charge on your credit card vs having four separate charges for each Premier login.

The screenshot displays the MoversPay user interface. At the top, a navigation menu includes 'Settings' (highlighted with a yellow box), 'Subscription', and 'About Daycos'. Below this is a 'Support' section with links for 'Get Help', 'Rating A Shipment', and 'What's New'. At the bottom of the menu is a 'Sign out' link. The main content area is titled 'Settings' and contains four tabs: 'User Profile', 'Saved Addresses', 'Company Administration' (highlighted with a yellow box), and 'Your Subscription'. Under 'Company Administration', there are sub-tabs for 'Company Information', 'Invitations' (highlighted with a yellow box), 'Members', and 'Contracts'. An arrow points to the 'Invitations' sub-tab. The 'Invitations' section features an 'Invite Members' form with an 'Email Address' input field (highlighted with a yellow box) and an 'Invite User' button (highlighted with a yellow box). Below the form, there is an 'Invitations' table with a status filter set to 'All'. The table currently shows 'No invitations found' and includes columns for 'Email Address', 'Email Sent', 'Pending', 'Accepted', and 'Declined', along with a 'Resend Invite' button. The table also has a search bar, filter inputs, and pagination controls.

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