

# ClubRunner

Help Articles > Club Help > Club - Administration Guide > Club Management > How do I add or change the club logo?

## How do I add or change the club logo?

Michael C. - 2021-02-17 - Club Management

Your club logo is a distinctive image that helps brand your club and makes it stand out. You can upload or delete a club logo through the **Administration** section of your **ClubRunner** page.

1. To edit your club logo, you must go to your club homepage and log in. Click **Member Login** near the top right of the page.
2. Then, click on **Member Area** near the top right of the page.
3. You are now on the administration screen. Click on **Club Info & Settings** on the blue menu bar.
4. This takes you to the **Club Info & Settings** page. Click **Edit** near the top right of each section to change the information.

### Club Information Rotary Club of Green Town

Print Page



President: Leigh Brackett  
member(s): 21 active, 1 honorary

Meetings: Tuesdays at 9:00 AM  
Genworth Financial Inc.  
[View map](#)

[website](#)

Club Details Executives

#### Club Details [Edit](#)

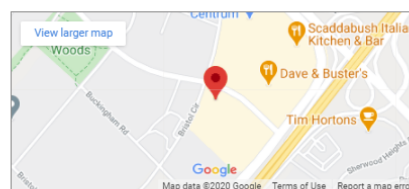
Club Name Rotary Club of Green Town  
Short Name Green Town  
Club Id 1234  
Club Type Rotary Club  
Date Chartered Nov 13, 2012  
Club Motto Service Above Self  
Club Greeting

#### Contact Info [Edit](#)

Mailing Address 2060 Winston Park Drive  
Oakville, ON  
Canada  
[View map](#)  
Permalink rotary  
Website <https://clubrunner.ca>  
Email [customercare@clubrunner.ca](mailto:customercare@clubrunner.ca)

#### Meetings [Edit](#)

Schedule Tuesdays at 9:00 AM  
Location Genworth Financial Inc.  
Address 2060 Winston Park Dr.  
Oakville, ON L6H 5R7  
Canada  
Meeting Comments  
Meeting URL <https://zoom.com/1234>  
Private Details The Zoom pw is: 1234



5. Click on the **Club logo**.

## Club Information Rotary Club of Green Town



President: Leigh Brackett  
member(s): 21 active, 1 honorary

- Then, click on the **Edit** link on the logo.

## Club Information Rotary Club of Green Town



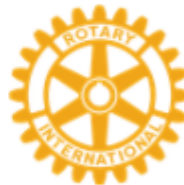
President: Leigh Brackett  
member(s): 21 active, 1 honorary

- This will take you to the **Update Club Logo** page. Click on **Load from Image Library**.

## Update Club Logo

### Logo Settings

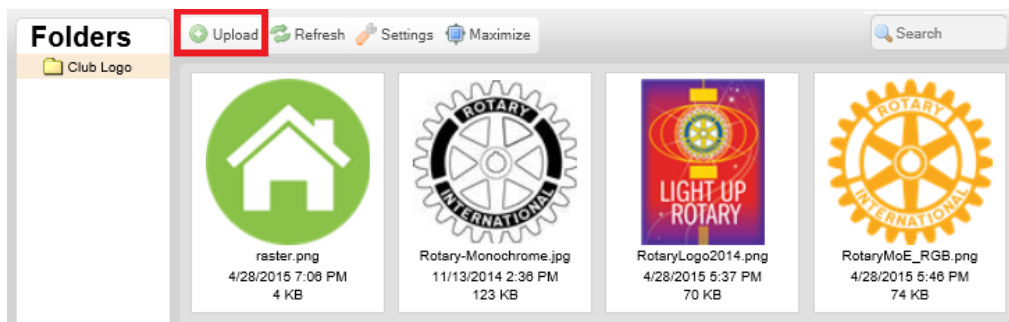
Existing Club Logo:



Change Logo: [Load from Image Library](#)

*Logo will be resized to 100 pixels wide. File types accepted are .GIF, .JPG and .PNG.*

- You could choose an existing image from your Library by double clicking on it, or you can add a new image from your computer by clicking on the **Upload** button.



9. Select the logo, by double clicking on it.
10. This selects the logo and loads it to the website. Please go to the homepage to see the change.

#### Related Content

- [How do I edit my club's information?](#)
- [How do I update our club's contact?](#)