

# How To Download Your Digital Membership Card

## Android Users

If you do not have the WalletPasses | Passbook Wallet App, please download that app first from the Google Play store.

Open the email you received with your digital card on your smartphone. This is sent to the email address you registered with when you purchased your membership. The email will be from Newfields | Indianapolis Museum of Art, with the subject line “Your New Membership Card – ‘Your Name’”.

Click on the black button that reads “Download Membership Card”.

A screen will open that says, “Add to PassWallet”. Click this button.

Your digital membership card is now downloaded to your phone. To access your card any time, simply click on the Passes app icon on your phone to open your digital card. When you arrive at Newfields, one of our Welcome Desk associates will scan the barcode on your card and you’ll be ready to begin your adventure.

To view your membership benefits, click the “i” icon to the right of your barcode. If you are an Explorer-level member or above, your reciprocal access to museums, gardens, and other cultural institutions will be indicated here. Please also make sure “Automatic Updates” are enabled. This allows your card expiration and/or membership level to update in three to five days when you renew and/or upgrade your membership.

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## Other Helpful Info

\*If you have a Duo-level membership or higher, you can have up to two named adults on the membership. The primary member will receive an email with both named adults’ cards. To share the other member’s card with the cardholder, please forward the email that contains their card name. If you would like to add or change the second name on your membership, please email [membership@discovernewfields.org](mailto:membership@discovernewfields.org) or call 317-920-2651.

\*If your card does not automatically update in three to five business days, make sure the Automatic Updates feature is enabled on the back of your card. Then email [membership@discovernewfields.org](mailto:membership@discovernewfields.org) or call 317-920-2651 so an associate from the Membership team can update your card.

\*If you are having trouble installing your digital card, please email [support@cuseum.com](mailto:support@cuseum.com)