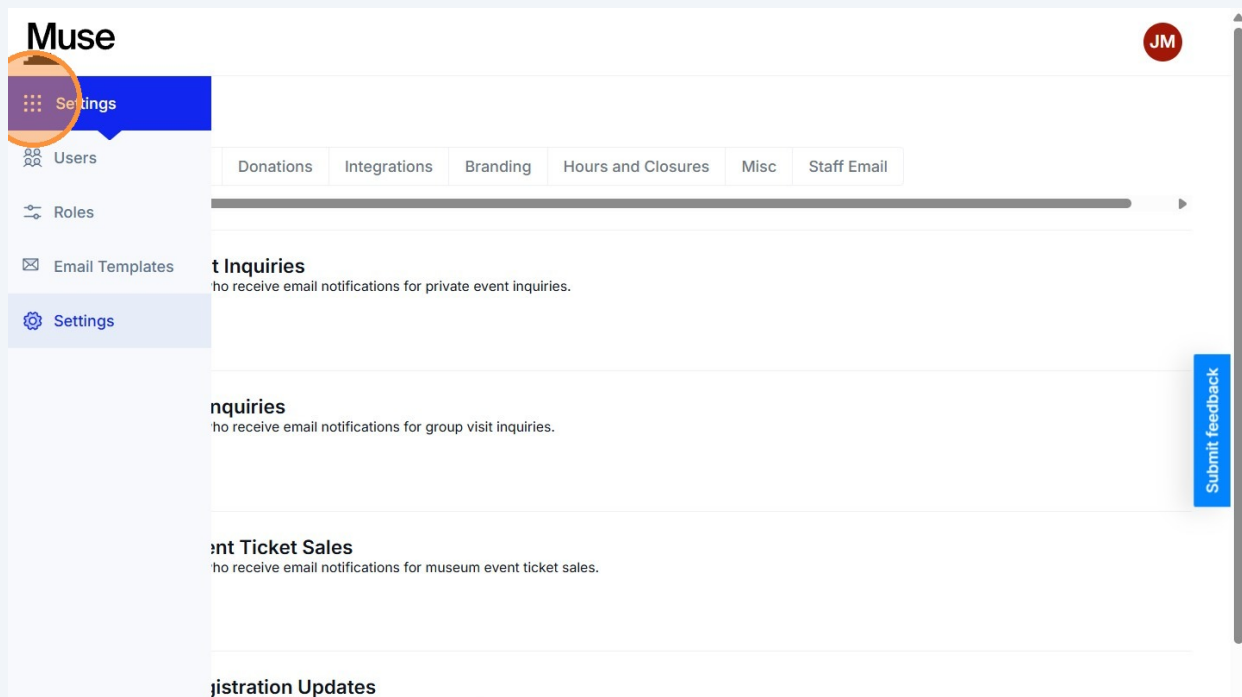


How to Add a Custom Banner to Digital Membership Cards

This guide shows how to quickly add a custom banner image to digital membership cards through the portal so your members see branded artwork. This process works well for honoring reciprocal memberships.

Portal Navigation

- 1 Click the blue North Star icon.



2 Click "Ticketing"

The screenshot shows the Muse dashboard interface. On the left, a sidebar menu is open, displaying various settings categories: Settings, Users, Roles, Email Templates, and Settings (repeated). The 'Ticketing' option is highlighted with an orange circle. The main content area shows a top navigation bar with tabs for Integrations, Branding, Hours and Closures, Misc, and Staff Email. Below this, there are sections for 'Inquiries' (to receive email notifications for group visit inquiries), 'Event Ticket Sales' (to receive email notifications for museum event ticket sales), and 'Registration Updates'. A 'Submit feedback' button is visible on the right side of the page.

3 Click "Memberships"

The screenshot shows the Muse dashboard interface, specifically the Ticketing section. The sidebar menu on the left is open, and the 'Memberships' option is highlighted with an orange circle. The main content area displays a 'Dashboard' section with three cards: 'Revenue' (showing 00), 'Tickets sold' (showing 0), and 'Events reached capacity' (showing 0). Below these cards, there is a table with columns: Date and Time, Venue, Capacity, Sold, % of Spots Sold, Status, and a vertical ellipsis. The table contains two rows of data.

	Date and Time	Venue	Capacity	Sold	% of Spots Sold	Status	
5K	Jun 27, 2026 at 6:00am	N/A	550	13	2%	Upcoming	⋮
	Jun 27, 2026 at 7:00pm	Main Exhibition Hall	300	22	7%	Upcoming	⋮

4 Select the Levels tab.

Muse JM

Membership Levels ⓘ

Levels Benefits Memberships Add-Ons Settings

Filters (1) Add Level

Name	Type	Price	Visibility	Duration	Status	
Individual	Individual	\$100.00	Public	12 Months	Active	⋮
Family (2 Adults + 4 Children)	Group	\$150.00	Public	12 Months	Active	⋮
Supporter Membership	Group	\$200.00	Public	12 Months	Active	⋮
Senior Membership	Individual	\$75.00	Private	12 Months	Active	⋮
Lifetime Membership	Individual	\$500.00	Private	Lifetime	Active	⋮

Submit feedback

5 Select a membership level to view or edit details.

Muse JM

Membership Levels ⓘ

Levels Benefits Memberships Add-Ons Settings

Filters (1) Add Level

Name	Type	Price	Visibility	Duration	Status	
Individual	Individual	\$100.00	Public	12 Months	Active	⋮
Family (2 Adults + 4 Children)	Group	\$150.00	Public	12 Months	Active	⋮
Supporter Membership	Group	\$200.00	Public	12 Months	Active	⋮
Senior Membership	Individual	\$75.00	Private	12 Months	Active	⋮
Lifetime Membership	Individual	\$500.00	Private	Lifetime	Active	⋮

Submit feedback

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To add a custom digital membership card banner to the Membership Level, check the corresponding box.

You can also complete this step upon initial Membership Level creation and can do this for all Membership Levels if desired.

The screenshot shows the 'Additional Benefits' section of the Membership Level configuration form. The form includes a list of membership levels on the left: Individual, Family (2 Adults + 4 Children), Supporter Membership, Senior Membership, and Lifetime Membership. The main form area has the following sections:

- Additional Benefits:** A list of benefits including 'Unlimited Access to the Museum', 'Access to Member's Only Events', and '10% Off in the Gift Shop and Cafe'.
- Internal Notes:** A text area for providing explanation for staff.
- Visibility*:** A dropdown menu set to 'Public'.
- Status*:** A dropdown menu set to 'Active'.
- Options:** Checkboxes for 'Floor Sales Only?' (unchecked), 'Skip Printing?' (checked), and 'Custom Digital Card Banner? (Optional)' (highlighted with an orange circle).
- Buttons:** 'Cancel' and 'Save' buttons at the bottom right.

On the right side, there is a 'Filters (1)' button, an 'Add Level' button, and a 'Submit feedback' button.

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Next, click within the image field to upload the custom banner. Images must be 1125 x 432px JPG or PNG.

View our article on [Digital Membership Cards](#) for other design options.

The screenshot shows the same Membership Level configuration form as in step 6, but with the 'Custom Digital Card Banner? (Optional)' checkbox checked. The 'Custom Digital Pass Banner Image' field is highlighted with an orange circle, showing a preview of a museum interior. The form includes the same sections as before, with the 'Skip Printing?' checkbox also checked. The 'Custom Digital Card Banner? (Optional)' checkbox is now checked, and the 'Custom Digital Pass Banner Image' field is highlighted with an orange circle.

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Click the blue "Save" button when finished.

The screenshot shows a web interface for configuring membership levels. On the left, a sidebar lists membership types: Individual, Family (2 Adults + 4 Children), Supporter Membership, Senior Membership, and Lifetime Membership. The main area is a form for a selected level. It includes a text box for a staff explanation, dropdown menus for Visibility (set to Public) and Status (set to Active), and checkboxes for 'Floor Sales Only?' (unchecked) and 'Skip Printing?' (checked). There is a section for a 'Custom Digital Pass Banner Image' with a placeholder image of a museum interior. Below that is a checked checkbox for 'Custom Digital Card Banner? (Optional)'. At the bottom right of the form, there are 'Cancel' and 'Save' buttons. The 'Save' button is a blue pill-shaped button with white text, and it is circled with an orange ring. In the background, a table with 'Status' and 'Active' entries is visible, along with a 'Submit feedback' button on the right edge.

Provide explanation for staff, if needed, on the reason for this level.

Visibility* ⓘ
Public

Status*
Active

☐ Floor Sales Only?

☒ Skip Printing?

Custom Digital Pass Banner Image ⓘ


☒ Custom Digital Card Banner? (Optional) ⓘ

Cancel Save