

1. Find the meeting you wish to make changes and click “Request Meeting Change”.

The screenshot shows a website header with a logo and navigation links: Home, Meetings, FAQ, Contact, Events. Below the header are three filter buttons: Saturday, Evening, and In-Person. A summary bar indicates 'Meetings near: Essendon VIC' with a red 'X' icon and '23 Meetings in Victoria'. The main content area features a card for the 'Essendon Saturday Identification Meeting' (In-person) on Saturday, 10 August 2024 at 8:00 pm AEST. The card is divided into three columns: 'In Person Meeting' with a 'Get Directions' button and address 'North Essendon Uniting Church Hall, 132 Keilor Rd, Essendon North VIC 3041, Australia'; 'Meeting Information' with time 'Saturday, 8:00pm to 9:30pm AEST', '✓ ID format', and a highlighted 'Request Meeting Changes' link; and 'Essendon Group'. A green arrow points to the 'Request Meeting Changes' link.

2. Complete the form on the bottom of the page and click “Submit request”.

The screenshot shows the 'Meeting Request' form for the same meeting as in the first image. The form is titled 'Submit a Meeting Request' and includes fields for 'Name' (containing 'Bill C.'), 'Contact Details' (containing 'Bill@gmail.com'), and a 'Message' field with the placeholder text 'ENTER MEETING CHANGES HERE...'. A blue 'Submit Request' button is located at the bottom of the form.