We will use a D major chord here as an example to get you started:

1.) First, play the D chord with the correct fingers, 1, 2 and 3.

2.) Second, slowly lift your fingers up and OFF the fingerboard, while studying the location where they just were. Try to keep your vision focused on the fingerboard note locations of each finger.

3.) Lift the fingers completely AWAY from the fingerboard, while still maintaining your vision focused on the same fingerboard note locations.

4.) Start moving your hand AWAY from the neck, while still focusing your vision on the same fingerboard note locations.

5.) Move your hand completely AWAY from the neck, getting ready to place it palm down on your knee. Keep your vision on the same fingerboard note locations.

6.) Place your hand palm down on your knee and set it there for 3 seconds. Keep your vision on the same fingerboard note locations.
7.) While your left hand is sitting on your knee face down, try to really strongly visualize the fingerboard note locations where your fingers are supposed to be. Keep your vision on the same fingerboard note locations.

8.) Gradually move your hand back toward the neck, all the while keeping your vision on the same fingerboard note locations.

9.) Start forming the chord in the air as you move your hand slowly back to the fingerboard. Keep your vision centered on the note locations.

10.) Form the complete chord in the air and move your hand slowly back to the fingerboard. Keep your vision centered on the correct fingerboard note locations.

11.) Slowly, land the fingers on the neck exactly where you want them. Keep your vision centered on the correct fingerboard note locations.

12.) Now place your fingers directly on the note locations and play the chord! Say the name of the chord out loud or whisper it to yourself as you strum it once. This helps you memorize the exact name of any chord you want to learn.

13.) You are done! Now go back to the beginning and repeat this entire process again and again. This is how you memorize chords! You can apply this technique to any chords you want and it will work on piano and bass as well. Try it!!!