

On occasion it will be necessary for clubs to manual enter a membership.

Once entered the member will receive an email from the ACU asking you to approve that membership.

Please not ignore the email and follow these short steps to accept the addition of your membership.



powered by sport:80 6

## Hi Member name

You have received a request to grant full access to Member name Yorkshire.

To approve or reject this request please login to your Sport:80 account and follow the steps below:

- Go to 'Settings' using the dropdown in the top right of the screen.
  Click on 'Pending Management Requests' on the left hand side of the screen
  Select "approve" if you believe that the request warrants full access.
- 4. Please click "reject" if you do not wish to grant Yorkshire any access at all.

If you aren't sure what to do, please follow the link and use the support icon to contact us.

Click here to login now.

If the link doesn't work please paste the following into your browser:

https://acu.sport80.com/login

## Log in to your ACU account





≡	PENDING	MANAGEMENT REQUESTS	2 <sup>0</sup> 2				
	Member name 👻	Settings	Click on Pending management Requests.			There will be line item in the request for you to approve,	
	Members	Access Management		Pending Ma	nagement Requests	of that line to open the sub	
	Events	Pending Management Re	equests	1 Record		menu and then click approve	
	Courses Conferences	Sessions		Requester	Contact	Access Level	Actions
				Yorkshire	Martin Fairburn	Full Access	Approve Request 🖌
	Purchase History					Rows per page: 20 👻	Reject Request 🛛 🗙