



Club Affiliations on the ACU Club Management System via the Sport80 Platform

This instruction presumes you have set up an online membership and a Stripe Account

Video Links membership <https://vimeo.com/771588448>

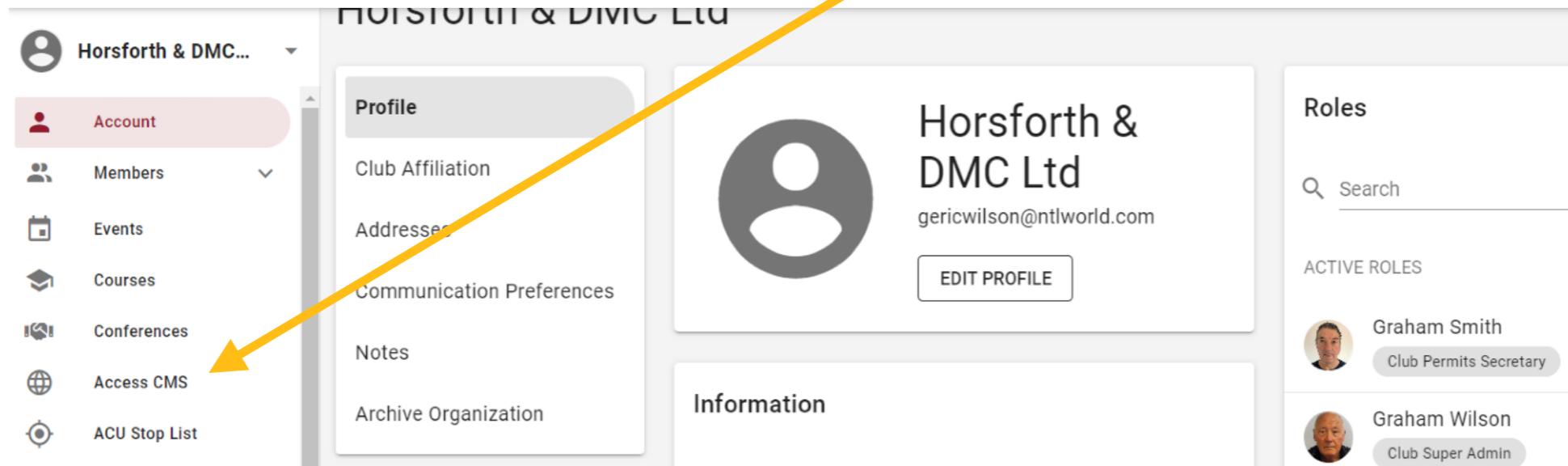
Video Link Stripe Account <https://vimeo.com/771678685>

Issue 1- 29th Aug -

You can check and view transactions made via your S80 Club Membership on CMS.

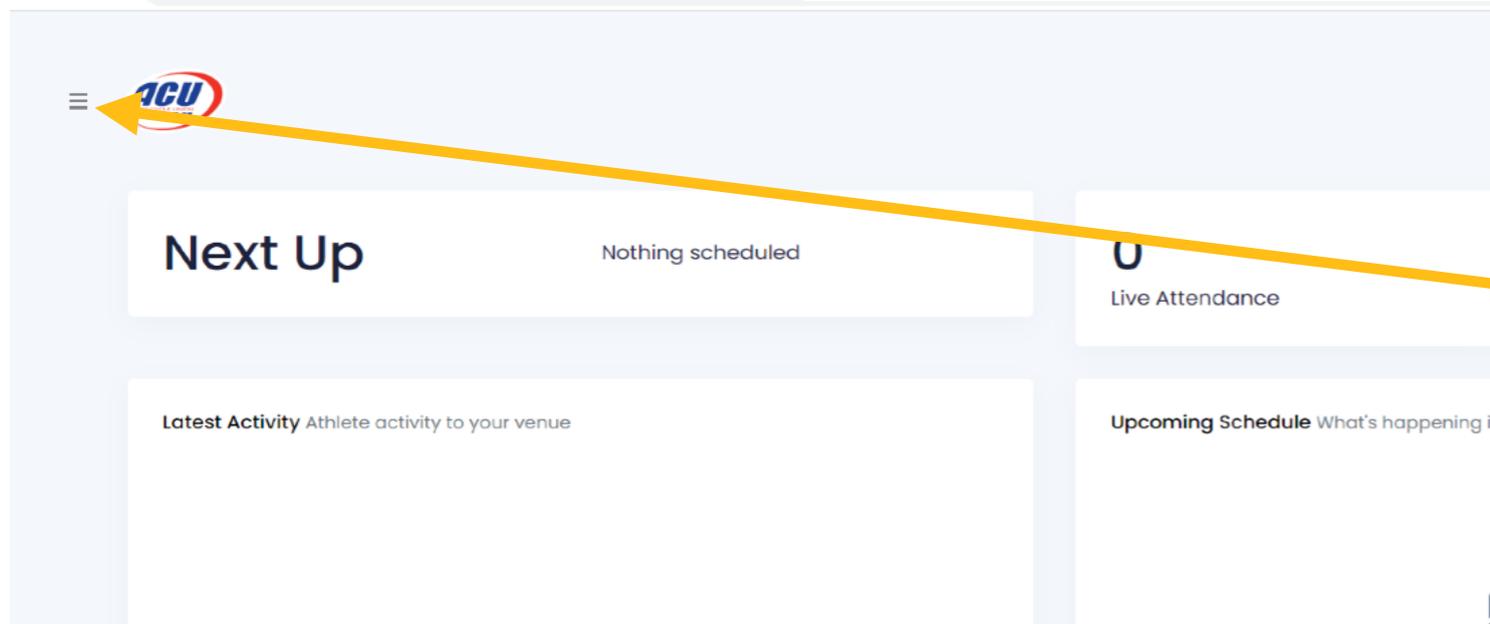
To access the CMS (Club Management System) you need to log into the Club account.

From the menu select Access CMS  [Access CMS](#)

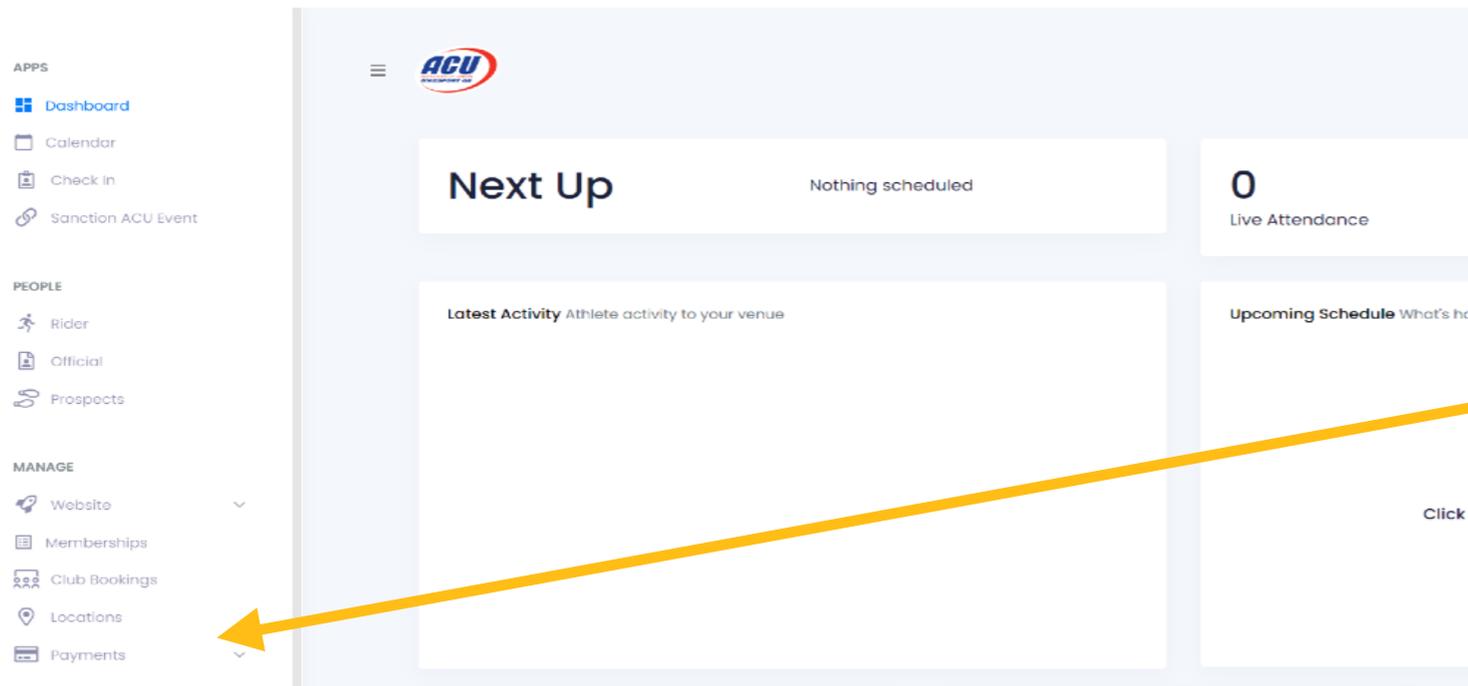


This will take you to the Opening page (pto)

The Opening Page



The menu is accessed by clicking the hamburger menu. (3 lines)



Select the "payments" tab which then will show the option "Invoices"

The Invoice Page

ACU
Invoices > All

INVOICES | 237 total

FILTERS
All
Paid
Pending
Failed

Reference	Name	Date	Status	Total
inv_5L1q2DVnC06-Q7fC0r_dFQ)	David Pickles	19 Aug 23	Paid	£10
inv__zq86eC7Gkue9d7pAcA3IA)	Malcolm Driffield	17 Aug 23	Paid	£10
inv_ZuXNWrs_jEOrMFIF2aWkGw)	Ben Bairstow	06 Aug 23	Paid	£10
inv_YRQ6TloPP0Cu-veUDZ0zSw)	Sam Johnson	05 Aug 23	Paid	£10

When "invoices" selected the display will show all the payments received from Club Affiliations via The Sport80 Membership from the start

You will have had corresponding payments into your nominated bank account. These will be labelled "Strip Payments"

Export Invoices

Start: 1/7/2023
End: 25/8/2023

Export Cancel

Name	Date
David Pickles	19 Aug 23
Malcolm Driffield	17 Aug 23

The data can be exported by selecting the 3 dots and setting the specific dates as required

The Exported File

Club	Invoiced	Title	Due	Status	Total	Paid	Type	Notes	Reference	Stripeld	FirstName	LastName	Email	PhoneNum	Description	Void
Horsforth	#####		#####	Paid	10	10	Membership		inv_5L1q2	pi_3NgjL	David	Pickles	dave@dee	07779600424		
Horsforth	#####		#####	Paid	10	10	Membership		inv__zq66	pi_3NgBhr	Malcolm	Driffield	malcdriff@	07795273455		
Horsforth	#####		#####	Paid	10	10	Membership		inv_ZuXNV	pi_3NcEx7	Ben	Bairstow	bairstowb	07958640033		
Horsforth	#####		#####	Paid	10	10	Membership		inv_YRQ6T	pi_3NbpO	Sam	Johnson	Bagsagrip	07592873917		
Horsforth	#####		#####	Void	10	0	Membership		inv_uuRKdAQ1gE-M3		Sam	Johnson	Bagsagrip	07592873917	#####	
Horsforth	#####		#####	Void	5	0	Membership		inv_ZHTBDa14vkKVXs		Esme	Smith	gartland_j	07778950364	#####	
Horsforth	#####		#####	Void	5	0	Membership		inv_0w-s-smnMEqLQ		George	Gartland	gartland_j	07778950364	#####	
Horsforth	#####		#####	Void	10	0	Membership		inv_SNY0N5wXhEGQt		Ian	Foster	chopsttt@	+447900624467	#####	
Horsforth	#####		#####	Void	10	0	Membership		inv_jr_rHci4t023m3FF		Ian	Foster	chopsttt@	+447900624467	#####	
Horsforth	#####		#####	Void	10	0	Membership		inv_WkknNYw1PkCA\		Ian	Foster	chopsttt@	+447900624467	#####	18/07/2023 22:
Horsforth	#####		#####	Void	10	0	Membership		inv_GGtiGZnJ-UGiHKp		Ian	Foster	chopsttt@	07900624467	#####	
Horsforth	#####		#####	Void	10	0	Membership		inv_U3SnYBOwtEe86		Ian	Foster	chopsttt@	07900624467	#####	
Horsforth	#####		#####	Void	10	0	Membership		inv_nsHHL8rwVkw24		Ian	Foster	chopsttt@	07900624467	#####	
Horsforth	#####		#####	Void	10	0	Membership		inv_rohVLqUEck2tHD		Ian	Foster	chopsttt@	+447900624467	#####	

When th file is downloaded you will get a CSV file with all the details of payments and payees. These can be saved to an Excel workbook to reconcile your payments.