

Adding Club Membership - Prepaid Members

(This can only be done by Club if member is on your membership list)

Log into your Club Account on S80

On menu select Members – Quick Search

In Search Enter Surname

Select Member from those displayed.

Their Profile will be displayed.

From Menu select Club Memberships

At top right select 'ADD CLUB MEMBERSHIP'

On Welcome Page select NEXT

On Club membership Details if OK select NEXT

On Club page select dropdown and start typing your Club name in the box.

Select your Club and it will appear in box. Then select NEXT

On Certification page tick the box and select ADD at bottom.

(Note for minors you will have to fill in your details as requested)

On next window select OK

You will receive an email from ACU so select the approve box and then Yes on next page displayed.

Note: Don't forget to delete the email once completed otherwise it will keep coming up.