How to Renew - Family Group



Renewing West Beach Surf Life Saving Club membership is an online process on the Surf Life Saving Australia (SLSA) website.

To complete the renewal process for a family group membership, the Primary Contact must login to their SLSA Members Area account, select the renewal membership fee, confirm their acceptance of the declarations and conditions of membership, and pay fees associated with the membership.

Step 1.	Go to https://members.sls.com.au	
Step 2.	Enter your Username and Password, and click Log In.	
	if you are a member of West Beach SLSC but do not have	Username Password
	a Members Area account, create one using this link	LOG IN
	If you have forgotten your Username, contact the Registrar: registrar@westbeachslsc.com.au	Don't have a Members Area account yet? Click here to create one
	If you have forgotten your Password, use this link	Forgotten username or password?

Step 3. Click the Renew button against Renew membership for a Family Group .



Step 4. Click Renew Memberships.

My Family								
FAMILY GROUI	FAMILY GROUP DETAILS							
Family Group Name	Number of Members	Organisation	Primary Contact	Status	Action			
Citizens	4	West Beach	Sarah Citizen	Approved	View/Edit Renew Memberships Make Payment			

Step 5. Check the **Season** displayed is correct, **tick** the checkbox against each person you want to renew, then click **Submit**.

Citi: Fami Seas	ily Group Organic	anisation: We	ship Rer	newal			
	Member ID	First Name	Last Name	DOB	Membership Status	Membership Category	Season
	6036524	Charlie	Citizen	01/01/2014	Active	Junior Activity Member (5-13 years)	2021
	6036523	Lily	Citizen	01/01/2006	Active	Active (15-18 yrs)	2021
	6036522	Andrew	Citizen	01/01/1976	Active	Associate	2021
	6036521	Sarah	Citizen	01/01/1979	Active	Active (18yrs and over)	2021
s	ubmit	Cancel					

Step 6. Click the arrows in the Select price field of the Primary Contact.

RE	NEW
Plea	se select your desired Renewal Fee(s) from the options available below:
Sarah	Citizen
Sele	ot price
Charl	e Citizen
Sele	st price 🗘
Lily C	itizen
Sele	ct price 🗘
Andre	w Citizen
Sele	ct price 🗘
	Next
	\$410.00 - Other - Family Group 3 plus members
There may be other membership	\$310.00 - Other - Family Group 3 plus members & using 1 Sports Voucher
and tee options available, however these are the specified	\$210.00 - Other - Family Group 3 plus members & using 2 Sports Vouchers
options for a family group	\$110.00 - Other - Family Group 3 plus members & using 3 Sports Vouchers

- Step 7. Select the applicable **membership fee** from the options available.
- Step 8. Select **\$0.00** for the other family members.

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	RENEW
	Please select your desired Renewal Fee(s) from the options available below:
	Sarah Citizen
(\$310.00 - Other - Family Group 3 plus members & using 1 Sports Vouc Covers 3 plus members aged 5-99 living at same address. A Sports Voucher must be submitted.
	Charlie Citizen
	\$0.00 Other - Included in Family Group \$
	Lily Citizen
	\$0.00 Other - Included in Family Group
	Andrew Citizen
	\$0.00 Other - Included in Family Group
	Next

Step 9. West Beach SLSC does not currently have any Addon Fee options.

Addon Fees	
Sarah Citizen	Andrew Citizen
No addon fee options are available for this member. Lily Citizen	No addon fee options are available for this member. Charlie Citizen
No addon fee options are available for this member.	No addon fee options are available for this member.
Previous	Next

Step 10. Review the renewal Summary and membership declarations, then tick the checkboxes to confirm your acceptance.

RENEW	-	
Summary		
You are renewing		
West Beach SLSC (SA)		
Member/s to renew		
Sarah Citizen		
Charlie Citizen		
Lily Citizen		
Order Summary		
Please find below a summary of your order.		
Sarah Citizen		
Other - Family Group 3 plus members & using 1 Sports Covers 3 plus members aged 5-99 living at same address. A Sp	s Voucher ports Voucher must be submitted.	\$310.00
Charlie Citizen		
Other - Included in Family Group		\$0.00
Lily Citizen		
Other - Included in Family Group		\$0.00
Andrew Citizen		
Other - Included in Family Group		\$0.00
Total		\$310.00
		\$510.00
SLSA Membership application and decla	aration	
I have read, understood, acknowledge and agree that if my application for membership is successful I with	to the declaration including the warning, exclusion of liab Il be entitled to all benefits, advantages, privileges and se	ility, release and indermnity. I acknowledge ervices of SLSA membership.
	am the parent or guardian of the applicant.	
I authorise and consent to the applicant undertaking to be responsible for the applicant's behaviour and agr application and declaration including the provision by r comply with the SLSA constitution and any regulations	the SLS Activities. In consideration of the applicant's me ee to personally accept in my capacity as a parent or gua ne of a release and indemnity in the terms set out above. and policies made under it.	embership being accepted I expressly agre ardian the terms set out in this membership In addition I agree to be bound by and to
have read, understand, acknowledge and agree to t is correct.	he declaration and application and conditions of membe	rship. I warrant that all information provided
Previous		Next

Step 11. Click the Pay Now button to pay the fee online.



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Step 12. Payment details are pre-filled with information previously entered. Check all details are correct before proceeding to the next step.

Enter Payment Details							
As some clubs/entities may not participate in the Payment Gateway, you can only pay the entities available in the selection box below. If the name does not appear when you type in your required club/entity, you must contact them for alternative payment options. Please ensure you are paying the club/entity that is charging the fee or has invoiced you. Please do not pay Surf Life Saving Australia unless you have been invoiced by SLSA - membership payments must be paid to the relevant club.							
Please enter your payment details below. Fields marked with an asterisk (*) are mandatory.							
* Club/Organisation	West Beach SLSC	Start typing to get a list of possible matches					
	West Beach SLSC Price List						
Beach	Membership Fees 2022-23 Season						
SLSC	Membership category details can b	be found at the WBSLSC website under					
	Memberships						
	www.westbeachsisc.com.au						
Transaction 1							
* Transaction Type	Membership fee						
* Payment Details	Order Number 39634 for Jane Citiz	Complete Name/Meaningful Payment details					
* Amount	190.00	GST Inc. (\$dd.cc)					
							
Add another Transaction							
Total	\$190.00 AUD						
Payer's Details							
* Payer's Name	Jane Citizen						
* Contact Details	0499123456	Phone Number or Address					
Receipt Email Address	janecitizen@gmail.com]					
		NEXT					

Step 13. Enter your card payment details.

Payment Details						
Enter your payment details below. Fie	Enter your payment details below. Fields marked with an asterisk (*) are mandatory.					
Amount	\$190.00 AUD					
* Cardholder Name						
* Credit Card Number	VISA 🤐					
* Expiry Date (mm/yy)	01 3 / 22 3					
* Card Verification Number (CVN)	What is the CVN?					
BACK	NEXT					

Step 14. Confirm the online payment by entering the obscured Verification Code.

Confirmation							
Please confirm your paymen	Please confirm your payment details. Fields marked with an asterisk (*) are mandatory.						
Total Amount	\$265.00 AUD						
Cardholder Name	Jane Citizen						
Credit Card Number	44348310						
Expiry Date	07/25						
* Verification Code	Enter the verification code below. Generate a new verification code. Audio						
BACK	CONF	IRM					

	Payment Re	ceipt	
	Status	Approved	
	Receipt Number	3295312719	
	Date	09 Sep 2022 19:50 AEST	
	Total Amount	\$265.00 AUD	
	Club/Organisation	West Beach SLSC	
	Transaction		
	Transaction Type	Payment Details	Amount
	Membership fee	Order Number 31732 for Jane Citizen	265.00
	Payer's Name	Jane Citizen	
	Contact Details	044123456	
A	Cardholder Name	Jane Citizen	
A payment receipt is automatically sent	Credit Card Number	44348310	
to the email address provided in the	Expiry Date	07/25	
application process. It can also be sent	A receipt has been ema	iled to janecitizen@hotmail.com	
to another email address or printed for your records	Send Receipt Email To		SEND
	PRINT		

Step 16. Nippers and Youth ONLY: Complete Sports Voucher.

If a membership price that includes the use of a Sports Voucher is selected at Step 6, a Sports Voucher must be submitted to the club at the same time as applying to join, by completing the club's <u>Sport Voucher Form</u>.

If a Sports Voucher is rejected by the SA Government because it has already been used this year, you will be notified by the club and obliged to pay the outstanding amount.

Step 17. Emails are generated during the renewal process. These are:

Subject: Your membership application and payment to West Beach SLSC

- provides information about the processing of the application
- confirms membership type and fee
- includes a link to make online payment if payment wasn't made during the application

Subject: West Beach SLSC Payment Receipt

- confirms payment has been received
- includes Tax Invoice attachment
- Step 18. Once your family group membership renewal has been approved, click on the **Memberships** tab and select **Update Personal Details**.



Step 19. Check your personal details are still correct, especially your contact details. Enter and submit any changes.

Update My Details				
PLEASE NOTE				
 First Name, Last Name, Gender, Date of I fields are optional, but we would appreci. If your Date of Birth is incorrect, please of Birth is incorrect. 	oirth, Email Address 1, Home Addres ate it if you could take the time to co ontact your organisation of member	s and Posta mplete ther ship to have	I Address are required fields and must be comp n. e this updated.	leted. All other
General Details				
Personal Information	Title:			
	Unknown	\$		
	First Name: *		Middle Name:	
	Sarah			
	Last Name: *		Preferred Name:	
	Citizen			

Step 20. Click on Memberships and select Family.

Home	Memberships Vetrols Vetrols						
	Renewals, Payments & Transfers						
	Awards Update Personal Details Pending Requests						
	Member Store						

Step 21. Click on View/Edit in the Action column.

My Family					
FAMILY GROU	P DETAILS				
Family Group Name	Number of Members	Organisation	Primary Contact	Status	Action
Citizens	4	West Beach	Sarah Citizen	Approved	View/Edit Renew Memberships Make Payment

Step 22. Click Edit to open the Update My Details page for each member of the family group.

Citizens - Member Listing							Add New Member		
		Add New Primary Contact							
No of Mem	bers: 4	Disso	Dissolve Family Group						
Group Stat Organisatio	on: West Beac	h				Join New Person & Add			
						Join/1	Join/Transfer to new club		
		Manakanakin							
Member ID	Name	Status	Season	Membership Category	Primary?	Status	Action		
6036524	Charlie Citizen	Active	2021	Junior Activity Member (5- 13 years)	No	Approved	Edit		
6036523	Lily Citizen	Active	2021	Active (15-18 yrs)	No	Approved	Edit		
6036522	Andrew Citizen	Active	2021	Associate	No	Approved	Remove Promote as Primary Contact Edit		
6036521	Sarah Citizen	Active	2021	Active (18yrs and over)	Yes	Approved			

Step 23. Check personal details are still correct, especially contact details. Enter and submit any changes, then click Return to Family Group member listing page, to continue to check the details of all members of the family group.

Home	Memberships	\sim	Patrols	\sim	eLearning	News and Events	~
Suc The inf Return	CCESS formation you er	ntered	d has bee nber listir	en su	ccessfully su	ubmitted for approv	al.

If you require assistance, please contact the Registrar at: <u>registrar@westbeachslsc.com.au</u>

Change Membership Category

Changing your Membership Category is only necessary when you wish to change your involvement with the Club e.g., **Associate** (social member) to **Active 18 years and over** (patrolling member).

Step 1. Login to your SLS Members Areas Account, click on the **Memberships** tab and select **Renewals**, **Payments & Transfers**.



Step 2. View your current **Membership Category**, then click **Change Category** if you are certain you would like to change your club membership.

My Momborships		-
viy memberships		
Below are the organisations you lick on the "Renew" link.	have membership	os with at SLSA. To renew a Membership for a Surf Club please
you would like to APPLY FOR M rganisation.	VEMBERSHIP at	a new organisation, please click Join / Transfer to a new
SURF CLUBS		
West Beach		
West Beac SLSC	t *h	
Branch	Misc SA Clubs	
State	Surf Life Saving SA	
Registered Season	2021	
Membership Category	Active (18yrs and over)	
Competition Rights	Yes	
Competition Age Category	Open	
Working with Children Registration Expiry Date		
National Police Check Expiry Date		
Online Payments	MAKE PAYMENT	
Renew Change Category		
Surf Club members: Please chosen organisation, pending	note that once yo g approval. You ca	ou request a change to your details or a membership renewal, your request will be sent to t an not submit a request with another organisation until this pending request is processed.

- Step 3. Click the arrows in the Membership Category field to view the list of options available.
- Step 4. Select the new category, enter any Comments, and click Submit.

Change Membership Category									
PLEASE NOTE									
 You are ap Please pro require you 	plying to change you vide relevant informa u to pay a fee as part	r members tion in the of this app	ship category at t comments box o plication so you sł	his clu n your nould c	b, it will N application check with	IOT ta on or o h your	ke affect unti contact your o club and pay	l it is approved by the Club. club directly. Your club may as part of this application.	
State: Branch: Club:	Surf Life Saving SA Misc SA Clubs West Beach								
Membership Category	Active (18yrs and	over)	(÷					
Comments	(Optional):								
									_
				Sub	nit				
			SURF LIFE SAVING AUS	tralia REA					
		Home	Memberships	~	Patrols	~	eLearning	News and Events $$	
		Suc	cess						
		The info	ormation you en	tered	has bee	en suo	ccessfully su	ubmitted for approval.	

If you would prefer your membership category to be changed for you, contact the Register at: <u>registrar@westbeachslsc.com.au</u>