# RENEWING MEMBERSHIP VIA MEMBERS AREA - Individual

Browse to https://members.sls.com.au

If you have a log in account, log in.

If you don't have a log in account you will see the option to create an Account highlighted in yellow

Enter the compulsory details: -

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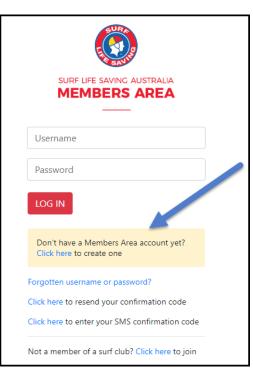
- □ Last Name
- Date of Birth
- Gender
- Select Identity Confirmation Method, either email or mobile number, to which a unique code/or link will be sent. The email or mobile you use must be the same as the email/mobile in National Membership database (Surfguard).
- Create Username & Password
  - You should click "Check" to make sure the Username has not already been taken.
  - O Your password cannot contain your first name, surname or username. It must be 6-12 characters in length and must contain at least one letter and at least one number. It cannot contain any of the following symbols: ', +? # " \* \ & \$%

## Activating your Members Area Account

To ensure privacy and security, all accounts must be activated before they can be accessed. You will receive a confirmation code/ link by either email or SMS depending on the choice you made earlier.

- Email Activation you will receive an email with a link to activate your account.

  To activate either click the link or copy & paste the link into your web browser
- Mobile Activation the next screen displayed will ask you to enter your username and password exactly as you chose it earlier, followed by the confirmation code you receive by SMS.



#### **RENEWING – Individual Member**

Once you have logged into the Members Area the system home page will provide a RENEW link for any organisation that may require membership renewal.



Membership Renewal

Surf Life Saving NSW

Sydney Branch

2021/2022 ~

2022/2023

South Maroubra

State:

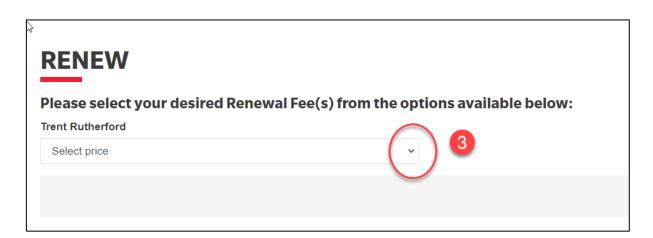
Club:

Branch:

Season:

- 1. Click Renew
- Or If you don't see a RENEW link click on the Membership Menu tab and select: Renewals, Payments & Transfers. Scroll down to find the organisation that you wish to renew your membership with. Click Renew
- 2. Check the Season field shows the correct renewal season. Use the drop down box to select upcoming season 2022/2023.
- 3. Select the available renewal fee/membership

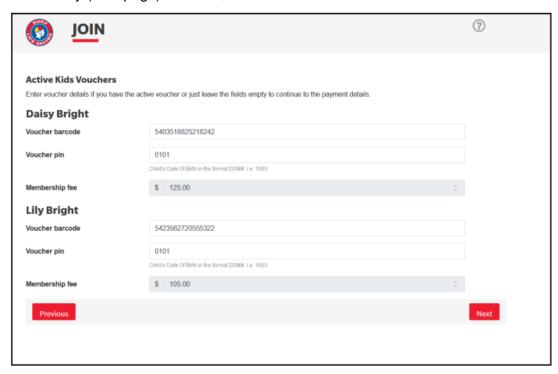
  Category from the drop-down box. The system will pick up your current
  membership category and list the appropriate membership fee for selection.



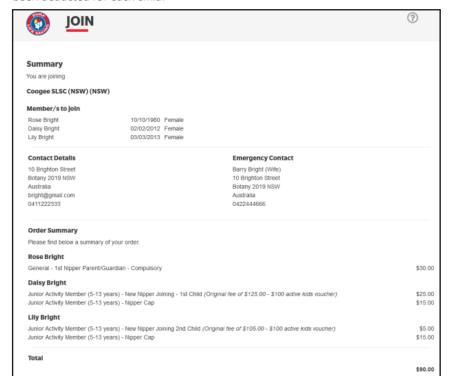
4. Select any addon fees that your surf club may have available ie: gym membership Click NEXT

#### **NSW ONLY MEMBERS - ACTIVE KIDS VOUCHERS**

If the system picks up that a family member is under the age of 18 then the 'Active Kids Voucher' screen will appear. If you wish to use a voucher input the details required for each child. The membership fee will be inserted but upon clicking the NEXT button you will see in the summary (next page) that the \$100 Active Kids value has been deducted



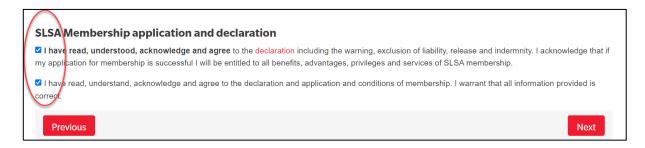
As this family has joined a club in NSW and Active Kids vouchers have been used the value of the membership has been deducted for each child.



5. A summary of your renewal and associated membership fees will be displayed



Tick the declaration checkboxes. If you wish to view the membership terms and condition's click on the 'declaration' link.



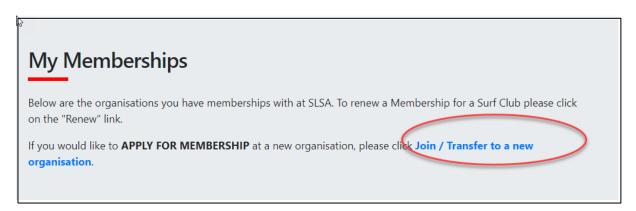
#### Click the NEXT button.

If your renewal application has been submitted, without error, the screen will provide you with a link so that you can progress to make your membership fee payments. Click on the red 'PAY NOW' button.

## WISHING TO TRANSFER TO ANOTHER CLUB

From the Membership Menu tab and select: Renewals, Payments & Transfers from the drop down box.

Click on the 'Join/Transfer to a new organisation' link.



# Join/Transfer to a new organisation PLEASE NOTE 1. First Name, Last Name, Gender, Date of birth, Email Address 1, Home Address and Postal Address are required fields and must be completed. All other fields are optional, but we would appreciate it if you could take the time to complete them. 2. If your Date of Birth is incorrect, please contact your organisation of membership to have this updated. **Organisation Selection** Select your situation \* I want to join a surf club, or transfer to a different surf club. Select State: Surf Life Saving NSW **‡** Branch (optional): Illawarra Branch **‡** Club/Organisation: \* Helensburgh Stanwell Park Will you be competing for your new club? \* No Select the transfer you would like: \* O Do you want to leave Coalcliff and transfer to Helensburgh Stanwell Park Do you want remain at Coalcliff and also transfer to Helensburgh Stanwell Park Joining the ocean swim club To assist the clubs in processing, it is recommended that you enter your reason for choosing to transfer.

- Tick the checkbox 'I want to join a Surfclub, or transfer to a different surf club'.
- Select the State, Branch and Club for the Surfclub that you wish to join or transfer to.
- Select 'No' to the question 'Will you be competing for your new club?' to keep your membership and your competition rights at your current club. You will then have dual membership. Use this option to join the Coalcliff Ocean Swim Club.
- Select 'Yes' to the question 'Will you be competing for your new club?' if you are completing a full transfer to another club.
- Select the appropriate transfer option depending upon if you want dual membership or completing a full transfer.
- Enter appropriate details in the comments section to assist the registrar at the receiving club. Please do not use any punctuation symbols.

**Note:** This transfer facility merely initiates the transfer process. The transfer itself depends on endorsement from both your current club, the new club and Branch or State approval.

- Check that your personal details are current.
- Scroll to the bottom and tick the appropriate declaration boxes.
- If completing this renewal for a person under the age of 18, please fill in the second section as well.
- Click Submit.
- At the next screen, you will be prompted to Make a Payment > at Payment screen click Pay Online. You will be redirected to the SLSA Payment Gateway to make a payment to the club you are transferring to.