

### **My Swim Results**

### **Renewing Membership**

New and Renewing members can find the links to start the registration process via any of the following:

PO Box 31 West Perth WA 6872

Unit 14 / 1329 Hay Street West Perth WA 6005

Ph: +61 8 9226 4990

support@myswimresults.com.au

www.myswimresults.com.au

- Club Websites
- Swimming WA website
- "Find a Club" on My Swim Results and club profile page
- Club Newsletters, mailouts, communications
- Online Entries
- Personal profile page on My Swim Results
- Directly via Renewing members or New Members

In the below example we have used the "Find a Club" feature and browsed to the club profile page where we can choose to renew our membership. (Other methods listed above may drop you further into the registration process.)

Would you like to join the club as a new member or renew your membership?

#### **Photos**

Click on "Renew" to search for your membership.

## Renew Registration

Renew your swimming registration				
Search for an existing member.				
Given Name:				
Surname:				
Birthday: (eg 4 Jul 2004)				
☐ Exact name search				
✓ Remember				
Search				

Enter in the members name and birthday and press "Search". Once your membership is found, it will display the clubs welcome message.

#### Welcome Chris

Thanks for your interest in renewing with Perth City swim club.





Create an sustainable and supportive environment promoting personal growth...



Our values guide our actions and set the groundwork for how we behave...



Our goals which we will work with our members to deliver...

Next

Please note that this is NOT the registration page for Masters swimming. Please contact your local Masters Swimming Club in order to organise membership.

Back Home

Click on the Next button to list the membership types available.

## **Renew Registration**

### Please choose a membership type for Chris

- O Competitive Annual
- O Club Committee Member
- O Coach
- O Parent / Guardian
- O Technical Official

Next

Please note that this is NOT the registration page for Masters swimming. I

Choose the main membership type for this member. The next screen will allow you to choose any other additional membership types.

Note: not all membership types will be displayed depending on the age of the member.

Pressing next may show you a list of additional membership types available or it may skip to the next step.

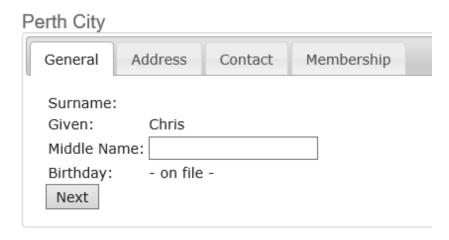
## Additional Membership Types Chris

Are there any additional membership type's to be included

· · · · · · · · · · · · · · · · ·
☐ Competitive Annual (Competitive \$125.00)
☐ Club Committee Member (Non-Competitive)
☐ Coach (Non-Competitive)
☐ Individual (Non-Competitive \$30.00)
☐ Technical Official (Technical Official \$11.00)
☐ None of the above
Check with the club directly to see if there is an additional f
Next

Pressing next will display the Terms and Conditions for both Swimming WA and also the Club. At the bottom of the Terms and Conditions is a "I Agree" button.

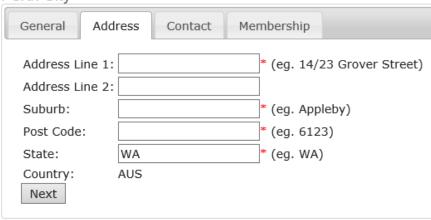
# **Renew Registration**



Please note that this is NOT the registration page for Masters swimming.

Press "Next" to move to the Address tab.

#### Perth City



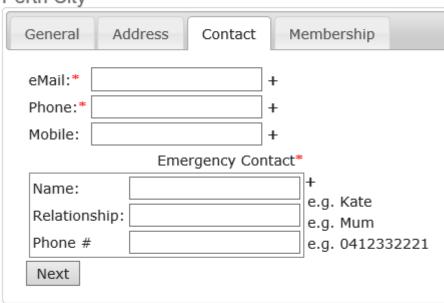
Please note that this is NOT the registration page for Masters swimming. Please contact you

Throughout the system - the red asterisk (\*) indicates that a field is required.

Update the Address information and press "Next".

### **Renew Registration**

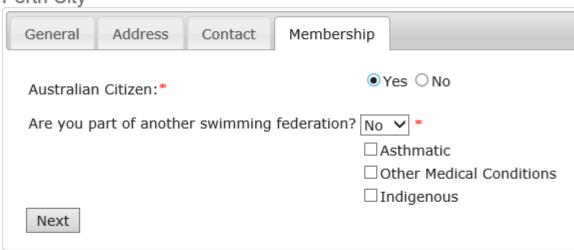
## Perth City



Please note that this is NOT the registration page for Masters swimming. Plea:

Update the contact information. Note you can use the plus (+) symbol to add additional contacts and emergency contacts as per requirements.

### Perth City



Please note that this is NOT the registration page for Masters swimming. Please contact your local M

Ensure that you have answered the question about being an Australian Citizen, if you are part of another swimming federation such as masters and any medical before pressing Next.

Depending on the Membership types selected - at this point the system will ask for items such as:

- Working with Children Card number and Expiry date
- ASCTA Membership Number for coaches
- Police Check Certificate number and date

If the membership type doesn't require this information, then it will skip to the next step.

## **Renew Registration**

	Working With Children Car	rd
Card#		±
Expiry		*(e.g. 2 Jun 2017)
	ASCTA Membership Numb	er
ASCTA#		*
	Police Check Certificate	
Certificate #		*
Certificate Date		*
Next		

Note: If a Working with Children card has previously been linked to the membership – it will ask for updated details regardless.

Once ready – press Next.

If the member is under 18 years old, the system will request a parent guardian to be linked to the membership. Enter their details and the system will redirect to renewing their membership at the end of this renewal.

## Renew Registration

### Parent / Guardian Name

As is under 18 years old - a parent / guardian membership is also required to complete the membership. Another registration process will begin once Amelia's registration is complete. Details for the parent / guardian:

Given:	Chris	*
Surname:		*
Birthday:		* 20 Jul 1970
Next		

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Note: Once this membership is completed - the system will start a membership for a parent / guardian.

Press next to display the list of Fees associated with your membership.

## Renew Registration

Perth City

Competitive Annual membership for Chris McMillan to the 1 Oct 2019				
	Description	Amount		
	Swimming WA 2018/2019 Membership	\$125	.00	
Γ	Perth City: 1st & 2nd Member in the same family 9 & Over		.00	
	O Perth City: 3rd or more Member in the same family 9 & Over		.00	
	O Perth City: Retired Swimmer 18 + (Training Casually)		.00	
	O Perth City: Competitive Honorary Life Member	\$6	.00	
	O Perth City: Competitive Honorary Member - Meritorious Swimming Achievement	\$6	.00	
	O Perth City: 4th swimmer Membership	\$0	.00	
	Swimming WA 2018/2019 Membership - Technical Official	\$11	.00	
	Swimming WA 2018/2019 Membership - Club Committee Member	\$0	0.00	
	Total:		.00	
	Add to Cart			

harabin for Chris McMillan to the 1 Oct 2010

A list of the fees will be displayed. Please note that there may be a selection of club fees to choose from. Pick the most appropriate fee and the total will update at the bottom.

Important: For members under the age of 18, the system will redirect back to the beginning to renew a Parent / Guardian membership to accompany this membership renewal.

Once completed, you will find yourself on the checkout page.

#### Check Out

You may add more items to the checkout. A "checkout" link in the top right-hand corner can bring you back here.

# Description Price Qty GST Total

✓ 1. Perth City Competitive Annual membership for Chris to the 1 Oct 2019 1

Description Price Annual Swimming WA 2018/2019 Membership \$125.00 Perth City Annual 1st & 2nd Member in the same family 9 & Over \$ Club Committee Member Swimming WA 2018/2019 Membership \$0.00 Technical Official Swimming WA 2018/2019 Membership \$11.00

Membership is required to be approved by the club and state association.

✓ 2. Perth City Competitive Annual membership for to the 1 Oct 2019 1

Description Price Annual Swimming WA 2018/2019 Membership \$125.00

Perth City Annual 1st & 2nd Member in the same family 9 & Over

- · Membership requires a parent / guardian to also be a member.
- Parent / Guardian: Chris
- · Membership is required to be approved by the club and state association.

Sales Total (ex GST):

Transaction Handling Fee (ex GST): \$0.00

GST Total



Renew another membership? New membership?

The membership fees will be presented and there will be choices to:

- renew another membership
- start a new membership
- organise payment via BPAY
- organise payment via PayPal

Please note that organising the payment via PayPal can be done with or without a credit card. Once you have organised PayPal to make the payment, you will be returned to My Swim Results to finalise the payment by pressing the "Pay Now" button. (Nothing is done until that button is pressed.)

If you choose to renew via BPAY, please note that the banks will do that through their "overnight processing" so it is best not to leave it to the last minute as it may take a few days for them to process. The BPAY invoice will indicate when the payment will be expected to be processed. The membership will not be renewed until the payment has been processed.