

# HOW TO BECOME A MEMBER OF POINT LOOKOUT SLSC

Welcome to Point Lookout Surf Life Saving Club (the Club) – it's great that you'd like to get involved with our Club and Surf Life Saving and to make a difference to beach-goers lives. For more information on what it means to be a member of our Club, please read our Information Booklets that can be found on our website [www.pointlookoutslsc.com.au](http://www.pointlookoutslsc.com.au).

You can join Point Lookout SLSC online. Please follow the steps listed below. If you have any questions throughout the process, please contact Ben Whibley (Club Administrator) on 0428 771 377.

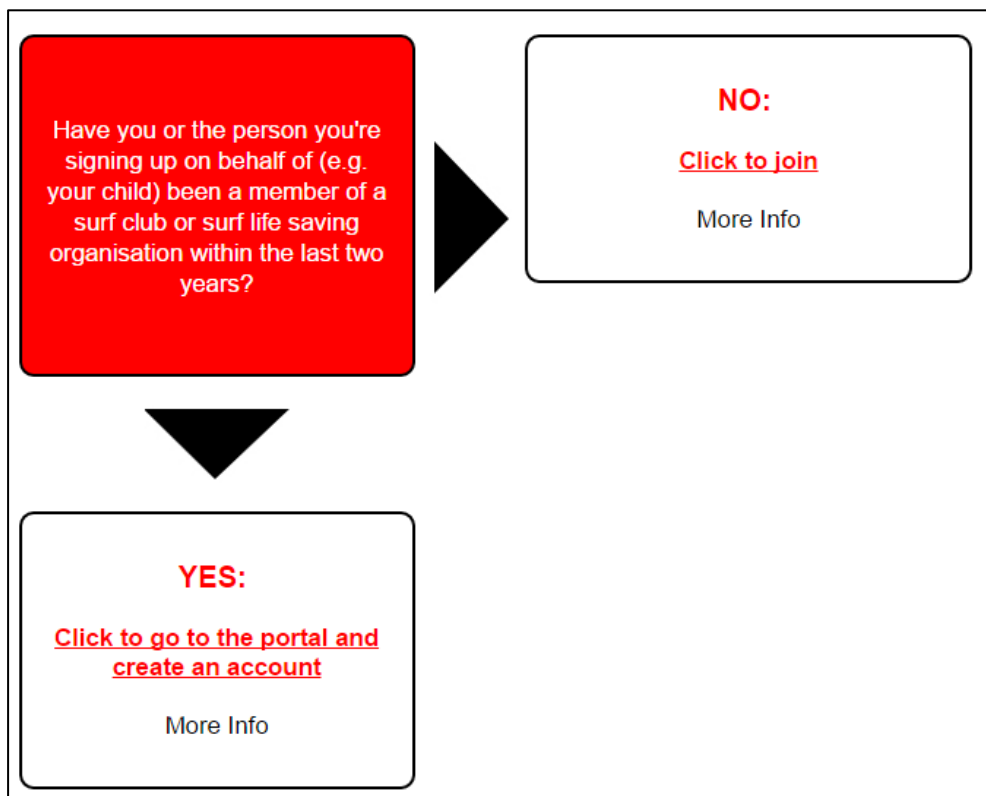
There are 4 main parts to joining:

1. Completing online **Membership Form**
2. Paying **Membership Fee**
3. **Membership approval (conditional)**
4. Hold, or Apply for, a current/valid **Blue Card** (see **Membership** page for further details)

Once your membership has been approved by the Club, you will need to create another online account at the **Members Portal** in order for you to manage your personal details i.e. change email addresses, phone number, etc, view your awards list, view patrol roster and access the online payment gateway. You can view instructions on how to create your **Members Portal** towards the end of this document

## PART 1 - Completing online Membership Form

1. Go to the website <http://sls.com.au/join> and answer one simple question.



You will be directed to the appropriate next step by clicking on an answer

- Choose **NO** option if you have **never** been a member of a Surf Club previously – **GOTO STEP 2.**
- If you **HAVE** been a member of a Surf Club in the past, contact Ben Whibley (Administrator) for assistance.

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### 2. Entity Selection: Select 'Surf Life Saving Club.'

The screenshot shows the 'Entity Selection' form with the following content:

- Header: SURF LIFE SAVING JOIN
- Section: Entity Selection
- Form field: Select Entity \* :
- Options:
  - Surf Life Saving Club.
  - Academy for Commercial Training
  - Other

### 3. Entity Selection

- Select **Surf Life Saving QLD** as the State
- Start typing **Point Lookout** and select '**Point Lookout**' from the list.
- Fill in **First Name, Last Name, Date of Birth, Gender** as displayed on your legal documents i.e. your **full First Name**.
- Enter the **CAPTCHA code** (found in the orange box) in the field provided and click 'Continue' button

The screenshot shows the 'Entity Selection' form with the following content:

- Section: Entity Selection
- Form field: Select Entity \* :
- Options:
  - Surf Life Saving Club.
  - Academy for Commercial Training
  - Other
- Text: Select Club if you or a member of your family are wanting to join a Surf Life Saving Club. Select Other if you or a member of your family are wanting to join a Lifeguard Service, Support Operation or Non-SLS affiliated Club. If the organisation joining is not listed here, then please contact the organisation directly. You are unable to join using this website. Please find a list of SLS State Centre further info, link to: [http://sls.com.au/club\\_directory](http://sls.com.au/club_directory)
- Form field: Select State: Surf Life Saving QLD
- Form field: Club/Organisation \* : Point Lookout
- Text: Please start typing the name of the club
- Form field: First Name \* : Benjamin
- Form field: Last Name \* : Frederick
- Form field: Date of Birth \* : 01/01/2000
- Form field: Gender \* : Male
- Form field: Please enter the CAPTCHA Code displayed on the right: 638f70
- Text: CAPTCHA code: 638f70
- Button: Continue

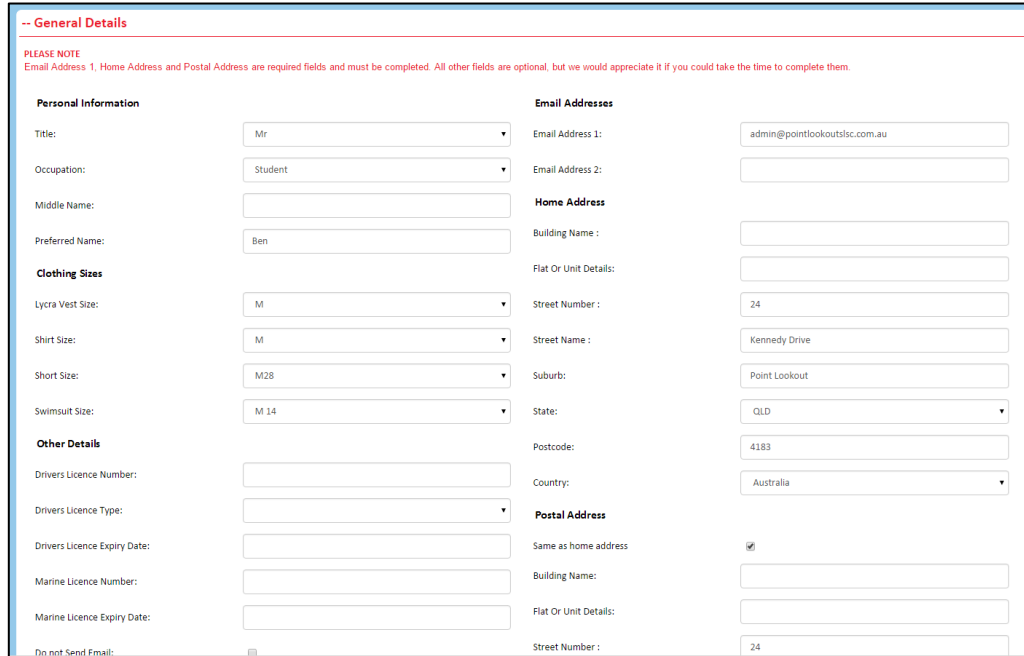
If you receive a message similar to the below after clicking 'Continue', this means you already exist in our database. You need to go to the **Members Portal** website and create an account – see instructions towards end of this document.

Hello - our checks have detected that you are already an active member of a Surf Club or a Commercial Academy. Because of this you need to go straight to the Members Portal at [portal.sls.com.au](http://portal.sls.com.au) and create an account. From there you can change your membership details or transfer / join another club. If you are still having issues, please contact the club or entity you are trying to join - you can obtain contact details here [http://sls.com.au/club\\_directory](http://sls.com.au/club_directory)

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## 4. Complete Full Membership Application form

- Email Address, Home Address and Postal Address** are required fields and **MUST be completed**
- Ensure you place your Street Number in the separate field provided and NOT in the 'Street Name' field.
- DO NOT** place a PO BOX for your Home Address
- Please complete all other fields in full – where relevant

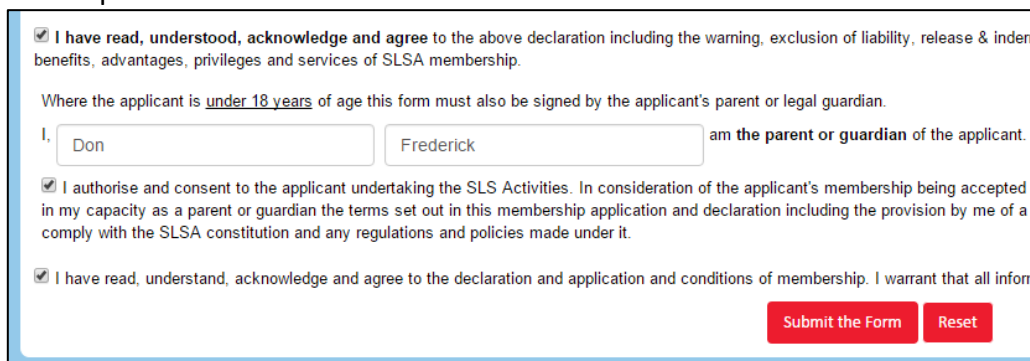


**-- General Details**

**PLEASE NOTE**  
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.

<b>Personal Information</b>		<b>Email Addresses</b>	
Title:	<input type="text" value="Mr"/>	Email Address 1:	<input type="text" value="admin@pointlookoutslsc.com.au"/>
Occupation:	<input type="text" value="Student"/>	Email Address 2:	<input type="text"/>
Middle Name:	<input type="text"/>	<b>Home Address</b>	
Preferred Name:	<input type="text" value="Ben"/>	Building Name :	<input type="text"/>
<b>Clothing Sizes</b>		Flat Or Unit Details:	<input type="text"/>
Lycra Vest Size:	<input type="text" value="M"/>	Street Number :	<input type="text" value="24"/>
Shirt Size:	<input type="text" value="M"/>	Street Name :	<input type="text" value="Kennedy Drive"/>
Short Size:	<input type="text" value="M28"/>	Suburb:	<input type="text" value="Point Lookout"/>
Swimsuit Size:	<input type="text" value="M 14"/>	State:	<input type="text" value="QLD"/>
<b>Other Details</b>		Postcode:	<input type="text" value="4183"/>
Drivers Licence Number:	<input type="text"/>	Country:	<input type="text" value="Australia"/>
Drivers Licence Type:	<input type="text"/>	<b>Postal Address</b>	
Drivers Licence Expiry Date:	<input type="text"/>	Same as home address	<input checked="" type="checkbox"/>
Marine Licence Number:	<input type="text"/>	Building Name:	<input type="text"/>
Marine Licence Expiry Date:	<input type="text"/>	Flat Or Unit Details:	<input type="text"/>
Do not Send Email:	<input type="checkbox"/>	Street Number :	<input type="text" value="24"/>

- At the bottom of the application form are three acknowledgement boxes. If you are **over 18**, select the TOP and BOTTOM boxes. If the member is **under 18**, select **ALL 3** boxes and Parent/Guardian needs to type their name in the boxes provided – First Name in 1<sup>st</sup> box and Last Name in 2<sup>nd</sup> box.



I have read, understood, acknowledge and agree to the above declaration including the warning, exclusion of liability, release & indemnity benefits, advantages, privileges and services of SLSA membership.

Where the applicant is under 18 years of age this form must also be signed by the applicant's parent or legal guardian.

I,   am the parent or guardian of the applicant.

I authorise and consent to the applicant undertaking the SLS Activities. In consideration of the applicant's membership being accepted in my capacity as a parent or guardian the terms set out in this membership application and declaration including the provision by me of a comply with the SLSA constitution and any regulations and policies made under it.

I have read, understand, acknowledge and agree to the declaration and application and conditions of membership. I warrant that all information provided is true and correct.

- Click on 'Submit the Form' button when ready. If there is an error with the information entered, you will be returned to the top of the page with an error message telling you which fields require fixing.

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### 5. Confirmation Window

Once your application has been submitted, you will see a confirmation window similar to below. You will be sent this information by email, along with a link which you can use to check on the progress of your application.

**Your application for membership has been submitted to Point Lookout**

The application needs to be approved before you become a member and you must fulfill all of the Terms and Conditions of the membership process required by SLSA and the Club. You can track the status of your application anytime using your tracking ID: 100005644077#255684.

**Making Payment**

[Click here to pay your membership fee\(s\) online](#) ,

This organisation will also accept a payment by direct debit from your own internet banking account using the details shown here.  
BSB Number: 034070  
Account Number: 197780  
Account Name: Point Lookout SLSC General Account

Or contact the club using the below details to make payment.

**Organisation Name:** Point Lookout  
**Phone:** N/A  
**Email:** admin@pointlookoutslsc.com.au  
**Website:** http://www.pointlookoutslsc.com.au  
**Postal Address:** PO Box 122, Cleveland, QLD, 4163, Australia

**Joining Additional people/family members**  
Please note that as each person is a unique member you need to fill in all of the details for EACH Person and pay separately (or once for a family payment).

[Click here if you want to join another person up.](#)

Click on this link to pay the membership fee – See **Paying Membership Fee Instructions** below.

Click on this link if you wish to join up more family members. \*

**\* Every individual person needs to be joined up separately. Complete steps 1 to 5 above for each person.**

### IMPORTANT!!

**For your membership application to be considered, you also need to pay the membership fee – see the next page for instructions.**

**Once the Club receives both your application and fee, the Club Management Committee will review your application at their monthly meeting held on the 2<sup>nd</sup> Tuesday of each month. We will be in contact with you after this meeting.**

### Blue Card

**AFTER your membership has been approved, we will contact you in regards to this part of the membership process.**

### PART 2 - Paying Membership Fee

You can pay membership fees by the following methods:

1. **Online** – through secure payment gateway <http://pay.slsa.com.au>
2. **Electronic Transfer** – see Club bank account details in your confirmation email
3. **Cheque** – post to Club postal address (see footer)
4. **Over the phone** – using credit card/Visa debit card (see footer for number)

Our preferred method of receiving payment is **Online** using as the Club is automatically notified of your payment. Please find instructions below how to use this.

#### TO MAKE A PAYMENT ONLINE

To access the Surf Life Saving Online Payments page, click on the link above.

On the Surf Life Saving Online Payments page:

1. Start typing 'Point Lookout' in the '**Club/Organisation**' box and select Point Lookout SLSC from the list
2. '**Payment Details**' field – enter full name of all members you are paying membership for
3. '**Amount field**' – enter membership fee as per the price list shown on the page.
4. Complete '**Payer's Details**' section
5. Click NEXT and complete the remaining steps

If you have any difficulties, please contact Club Administrator – Ben Whibley – on 0428 771 377 whilst you are in front of the computer.

***A receipt will be emailed to you and the Club will automatically be notified of your payment.***