

HOW TO RENEW MEMBERSHIP ONLINE (EXISTING MEMBERS)

*If you are a New Member, please head to www.sls.com.au/join/ to register yourself/family by following the prompts.

*If you are a Member Transferring into our Club, please log into the SLSA Members Area, Click on the Memberships Tab, then Renewals, Payments & Transfers. You can arrange your Transfer in this section.

STEP 1: CHECK YOUR CURRENT MEMBERSHIP CATEGORY BEFORE RENEWING, IF YOU NEED TO CHANGE YOUR CATEGORY FOLLOW THESE STEPS

- Log into SLSA Members Area, Click on the Memberships Tab then Renewals, Payments & Transfers
- Click the Red Box "Change Category"
- Select New Category from drop down box and write reason for Category change as Support Information for Membership Committee to approve.
- Click Submit

STEP 2: MEMBERSHIP RENEWAL

- Log into SLSA Members Area (link on Membership page of Club Website)
 - If you have forgotten your password and/or Username, click on 'Forgotten username or password?' link on home page.
 - If you haven't created a SLSA Members Area account, you will need to click on the option to create an account on the SLSA Members Area login page.
- **FOR INDIVIDUAL RENEWALS**
 - Click on Memberships then 'Renewals, Payments & Transfers'
 - Check your Blue Card is current if over 17yo and Check Category is correct then click 'Renew' in red box
 - Check all listed details and update where necessary especially:
 - Driver's Licence details & Expiry Date
 - Email Address
 - Home & Postal Address
 - Phone Numbers
 - Emergency Contact
 - Tick & Sign Membership Declaration (in yellow box) as required:
 - **PLEASE NOTE:** All members must tick Top and Bottom boxes before submitting. Parents & Guardians must type full name in boxes provided, with 1 name per box, and tick middle box.
 - Click 'Submit'
 - Follow Prompts for Online Membership Payment
- **FOR FAMILY RENEWALS**
 - At the Home Screen a yellow box will show with Renew Family Group
 - Select View/Edit to check family group members to add/remove members, transfer to a new club etc. Once Ok, click back to Family Group to continue.
 - Select Renew Memberships
 - Tick Only Members Renewing their Memberships in left hand column
 - Use dropdown box choose Family Membership Fees, including Nipper Program Fees for each child, capped at 3 per family. Select Next
 - Add on any Additional Items if required, Select Next.
 - Tick SLSA Membership Declaration in the yellow box. Click 'Submit'
 - Follow Prompts for Online Membership Payment