



## How to Renew your Club/Family Membership

Before you renew your membership, you need to have created a Members Area account. Please refer to instructions on [How to Create a Members Area Account](#).

Family groupings are also available this season to make the membership renewal process easier. If you are renewing memberships for your whole family, please see instructions on [How to Create a Family Group for Existing Members](#) before you renew your membership.

**Please find below instructions for:**

Section 1 - How to renew an individual club membership

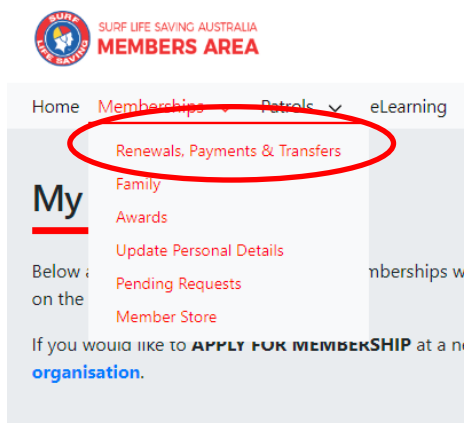
Section 2 - How to renew a family group club membership

### Section 1: How to renew an individual club membership

**Step 1.** Log into your Members Area account. [members.sls.com.au](http://members.sls.com.au)

**Step 2.** Go to Memberships > Renewals, Payments & Transfers

**Step 3.** To renew your Membership, click on the renew button below the club you wish to renew. Your details should appear prefilled.



#### SURF CLUBS

Wye River
Branch
State
Registered Season
Membership Category
Competition Rights
Competition Age Category
Child Protection Completed
Online Payments
<b>Renew</b> <b>Change Category</b>

**Step 4.** A General Details section will appear. Please check that First Name, Last Name, DOB, Email Address 1, Home Address and Postal Address are correct, as these are required fields and **must be completed**.

**Step 5.** Complete the SLSA Membership Application and Declaration. At the bottom of the application, there are three acknowledgement boxes, one of which only applies if you are a parent/guardian applying on behalf of someone under 18. Click 'Submit the Form'.

I have read, understood, acknowledge and agree to the [View Declaration](#) including the warning, exclusion of liability, release & indemnity. I acknowledge that if my application for membership is successful I will be entitled to all 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 I expressly agree to be responsible for the applicant's behaviour and agree to personally accept 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 release and indemnity in the terms set out above. In addition I agree to be bound by and to comply with the SLSA constitution and any regulations and policies made under it.

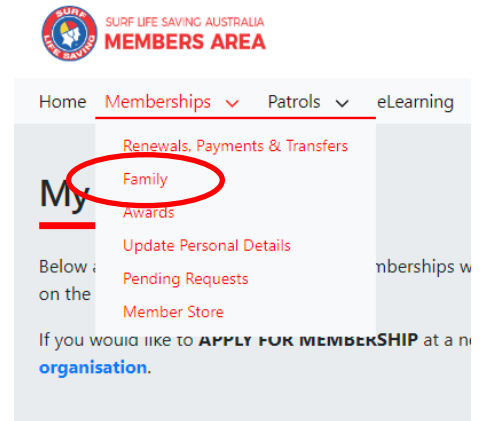
I have read, understand, acknowledge and agree to the declaration and application and conditions of membership. I warrant that all information provided is correct.

**Step 6.** It is important that after you have submitted your membership application that you pay your membership fee. On the confirmation screen, details will be provided on how you can pay. Most clubs will have online payments set up. If available, select 'Click here if you wish to pay online'. Further instructions are on page 3 of this document.

## Section 2: How to renew a family group club membership

Please ensure that you have created your family group prior to completing these steps, refer to instructions on [How to Create a Family Group for Existing Members](#).

**Step 1.** Log into your Members Area Account.  
[members.sls.com.au](http://members.sls.com.au)



**Step 2.** Go to Memberships > Family.

**Step 3.** Select 'Renew Memberships'

### My Family

#### FAMILY GROUP DETAILS

Create Family Group

Family Group Name	Number of Members	Organisation	Primary Contact	Status	Action
VSO Family	3	Test Vic Club	Boaty McBoatface	Approved	<a href="#">View/Edit</a> <a href="#">Renew Memberships</a> <a href="#">Make Payment</a>

**Step 4.** Tick the boxes for the family members that require to be renewed. View and agree to the SLSA Membership Declaration by selecting the tick box. Click 'Submit'.

Family Group Organisation: Test Vic Club

Season: 2018/2019

	Member ID	First Name	Last Name	DOB	Membership Status	Membership Category	Season
<input checked="" type="checkbox"/>	5754790	VS	Officer	01/01/2002	Active	Active (15-18 yrs)	2017
<input checked="" type="checkbox"/>	5655009	Boaty	McBoatface	01/06/1986	Active	Active (18yrs and over)	2017
<input checked="" type="checkbox"/>	5754797	Testy	McTesterson	01/01/1990	Active	Probationary	2017

and all members of Family Group selected agree to SLSA Membership Declaration. To view Declaration [Click here](#)

**Step 5.** It is important that after you have submitted your membership application that you pay your membership fee. On the confirmation screen, details will be provided on how you can pay. Most clubs will have online payments set up. If available, select 'Make a Payment' (Instructions on the next page).

## Making a payment

**Step 1.** You must make a payment to complete your membership application. Please be aware that not all Clubs use the SLSA Payment Gateway, so you will need to contact the Club directly to make the payment where that is the case. It will be clear for you as to which Clubs are included when you enter the name of the Club into the Club/Organisation field, pictured below.

Please enter your payment details below. Fields marked with an asterisk ( \* ) are mandatory.

\* Club/Organisation

 Start typing to get a list of possible matches

**Step 2.** Once you have selected Seaford LSC (VIC), you will see a list of their membership fees. You need to select Membership fee from the drop-down options for **Transaction Type** and then complete all mandatory fields on the page, noting that you can include more than one transaction at a time.

### Transaction 1

\* Transaction Type

Membership fee



\* Payment Details

Complete Name/Meaningful Payment details

\* Amount

GST Inc. (Sdd.cc)



[Add another Transaction](#)

Total

\$0.00 AUD

### Payer's Details

\* Payer's Name

\* Contact Details

Phone Number or Address

Receipt Email Address

**NEXT**

Once completed, click Next.

**Step 3.** Follow the prompts to provide credit card details and complete the payment.

## Further Tips

### **I have forgotten my password for the Members Area?**

If you have forgotten your username or password, click the reminder link on the main login page [members.sls.com.au](https://members.sls.com.au). Enter your first name, last name, DOB and select email or SMS to receive your reminder.

### **I have submitted my membership application but forgot to pay. How do I pay?**

Log into your Members Area account [members.sls.com.au](https://members.sls.com.au). Select Memberships>Renewals, Payments & Transfers > Make a payment. Follow the prompts to make a payment, making sure you have filled in all relevant details in the 'Complete name / Meaningful payment details' section.

### **I'm not sure how much to pay for my club membership.**

In the Online Payment section of the Members Area, your club's price list should be displayed. If your club does not have a price list, they may have their membership fees available on their website or contact your club for further details.

### **I require further assistance.**

If you need further assistance to renew your club membership or encounter any 'error' messages please email [ithelp@slsa.asn.au](mailto:ithelp@slsa.asn.au) or call the SLSA IT Helpdesk 1300 724 006.



SURF LIFE SAVING AUSTRALIA  
**MEMBERS AREA**

LOG IN

Don't have a Members Area account yet?  
[Click here](#) to create one

[Forgotten username or password?](#)

[Click here](#) to resend your confirmation code

[Click here](#) to enter your SMS confirmation code

Not a member of a surf club? [Click here](#) to join