



Welcome to a simple walk through on registering online for Llandegfedd Sailing Club.

The first page you will see is the login in page.

To create yourself as a member please login with the Primary Sailors information.

If you are registering for a Junior Membership, please could the Parent sign in using their name (Parents name) and email address (parents email address). Please do not use the Juniors details to login in.

After clicking save you will be taking to the following page.

This page is your account page and will show any and all memberships and events that you sign up to and allow you to update address details if needs be.

If you would like to look at the different options available to you the 'browse more upcoming events' button will take you to the main page with all the different options available.

If you would like to choose your Membership option, please click on the 'browse subscriptions' link highlighted in yellow.



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Llandegfedd Sailing Club
llandegfedd.org.uk

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[My basket >](#)

Checkout > Family members

Please review or provide details of your family members, including their RYA qualifications.

Family name [?](#) [Save changes >](#)

[Proceed to Family details and checkout >](#)

Family members

Add new Family member

First name* [?](#)

Last name* [?](#)

Has own email? Yes No

Email [?](#)

[Add >](#)

Personal details	Family admin ?	Remove ?
Main Member <main@main.com>	<input checked="" type="checkbox"/>	

Assign members to subscriptions

Please assign the **correct members** from your Family to the items in your basket listed below. If one or more Family members are not listed please **add them first using the Add new box above**.

Subscription	Assigned to	
Junior Membership - Junior, Youth and Young Member Subs (JYS)	<input type="text" value="Please select..."/> <p style="font-size: small; color: red;">This is a junior subscription. Please add the junior as a new family member above.</p>	remove from basket

[Proceed to Family details and checkout >](#)

If you are taking out a family membership, junior membership or want to take out more than one membership under your account: this is where you are able to add the additional members details (please see yellow highlighted section)

You can add as many members as you want on this page.

IMPORTANT

When adding children/juniors who are under the age of 16 please DO NOT add their email address, as the system may also send out club emails to them directly.



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When you have added all the members, it should list them as follows

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[My basket >](#)

Checkout > Family members

Please review or provide details of your family members, including their RYA qualifications.

Family name: [Save changes >](#)

[Proceed to Family details and checkout >](#)

Family members

Add new Family member

First name* ?
 Last name* ?
 Has own email? Yes No
 Email ?
[Add >](#)

Personal details	Family admin ?	Remove ?
Main Member <main@main.com>	<input checked="" type="checkbox"/>	
2nd Adult Member <2nd@main.com>	<input type="checkbox"/>	remove
1st child Member	<input type="checkbox"/>	remove
2nd Child Member	<input type="checkbox"/>	remove

[Proceed to Family details and checkout >](#)

Assign members to subscriptions

Please assign the **correct members** from your Family to the items in your basket listed below. If one or more Family members are not listed please **add them first using the Add new box above**.

When you are happy that all members are added, click on 'Proceed to Family details and checkout' on the bottom left. You will then be able to fill the details in for each member, by clicking on the Tab for each name.

PLEASE DO NOT CLICK ON PROCEED TO CHECK OUT UNTIL ALL MEMBERS DETAILS ARE FILLED IN

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[My basket >](#)

Checkout > Family

Please complete/review this information before proceeding to checkout

[Back to Family members >](#) [Proceed to checkout >](#)

Main Member 2nd Adult Member **1st child Member** 2nd Child Member

Member details

Title ?
 First name ?
 Last name ?
 Email ?
 Home phone ?
 Mobile phone ?
 Work phone ?
 Date of birth ?
[Save >](#) [Cancel](#)

Addresses

House no. / Street* ?
 ?
 ?
 ?
 Postcode* ?
 Country ?
[Save >](#) [Cancel](#) [Remove](#)

[Proceed to checkout >](#)



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Main Member 2nd Adult Member 1st child Member 2nd Child Member

Member details

Title ?
 First name 2nd Adult ?
 Last name Member ?
 Email 2nd@main.com ?
 Home phone 01633 234234 ?
 Mobile phone 07890 123456 ?
 Work phone ? ?
 Date of birth 05-02-1991 ?

Use Main Member, 1 address, address, address, NP4 3TU
 Create my own address

Save > Cancel

You will notice that on each Member it automatically gives the same address as the Primary Sailor. If you have a child at University, you are able to put this address in for that member instead if you choose.

Please make sure you click save on each member and Title and Date of Birth is given for each member.

On Child/Junior membership, please leave the email address as blank. WebCollect will populate this as shown (the child will not be contacted).

First name 1st child ?
 Last name Member ?
 Email 1stchild.member@temp.webcollect ?

When you are ready then click on proceed to checkout and you will be given the opportunity to fill in the particulars for the Primary Sailor and then each member, if family membership.

When you have finished click on save at the bottom and this will take you to the final check out page where you can 'place order'

Order summary

1 item(s)	£95
Order total	£95

Pay by

Bank Transfer ?
 Cheque ?

Place order >

A confirmation page and details on the BACS or Cheque details (depending on your chosen option) on how to pay for membership will be displayed.



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You are then given the option to log out or go to your account at the bottom of the page.

Subscriptions

Subscriptions **will be issued when payment is received.**


What would you like to do now?

[Go to my account](#)
[Log off](#)

Your membership choice will then show in your Subscription list.

My subscriptions current

[Manage / Renew my subscriptions](#)

 Family - Standard subscrip...	⇒ 31-01-2019
Junior Membership - Junior, Youi... - 1st child Member	⇒ 31-01-2019

Pending in red
[Browse subscriptions](#)

When the club has received payment, an email will be sent to the associated address confirming your membership and payment.

Your account will also change from red writing to black showing that this has been confirmed in your Web collect account.

Please email membership@llandegfedd.org.uk if you need any further assistance or questions.



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