# **JOIN**

1 — Last update: Jun 01, 2020

Surf Life Saving Australia

# **Table of Contents**

1. How to Access Join	1
2. Joining for the First Time	2
2.1. Selecting an Organisation to Join	4
2.2. Joining as an Individual	6
2.3. Joining a Family Group	12
2.4. Making a Membership Fee Payment	17
3. Returning Member	22

### 1. How to Access Join

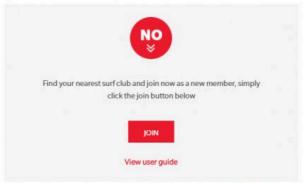
Clubs should direct prospective members to the Surf Life Saving Join site where they will be able to electronically join a Surf Club of their choice, join further family members and progress to make a surf club annual membership fee payment.

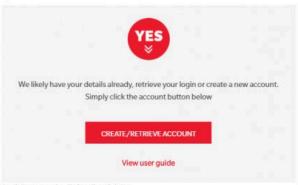
Go to our website <a href="http://sls.com.au/join">http://sls.com.au/join</a>



To determine how to proceed from here, please continue below:

Have you or the person you're signing up on behalf of (e.g. your child) ever been a member of a surf club or surf life saving organisation?





If you'd like to find the details of your local club, please consult the Club Directory which contains full contact details for all surf clubs.

# 2. Joining for the First Time

To join a surf life saving organisation when you've never been a member, you need to go <a href="http://sls.com.au/join">http://sls.com.au/join</a> You will be asked:

1. Have you or the person you're signing up on behalf of (eg: your child) been a member of a surf club or surf life saving within the last two years?

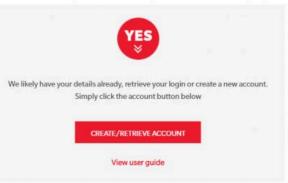
2. If your answer to this question is NO then click on the JOIN button in the NO Box.



To determine how to proceed from here, please continue below:

Have you or the person you're signing up on behalf of (e.g. your child) ever been a member of a surf club or surf life saving organisation?





Select if you are joining as an individual (one person) or will you be joining a family (more than one person in the same family group).

Individual

Family

#### I want to join



### 2.1. Selecting an Organisation to Join

Select with type of Organisation you wish to join:

- 1. Surf Life Saving Club
- 2. Other Surf Life Saving Organisation





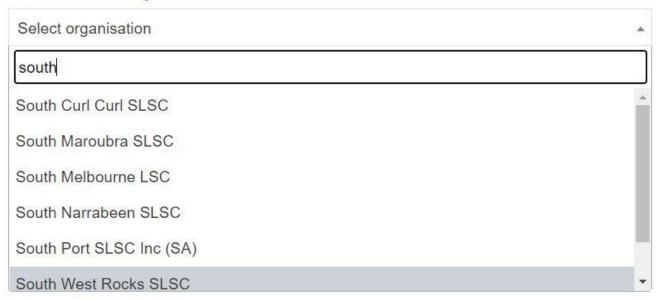
### Which service would you like to join?

I would like to join

- Surf Life Saving Club
- Other SLSA Organisation

Select the name of the Organisation that you wish to join. Commence by typing in the name and then select the organisation from the drop down list.

#### The club I want to join is



Upon selecting the Organisation that you wish to join their contact information will display on the right hand side of the screen, should you need to contact them.

# 2.2. Joining as an Individual

Select if you are joining as an \*individual \*(one person/yourself) or will you be joining a family (more than one person in the same family group).

Once you have selected 'Individual' click the red **NEXT** button.

#### I want to join



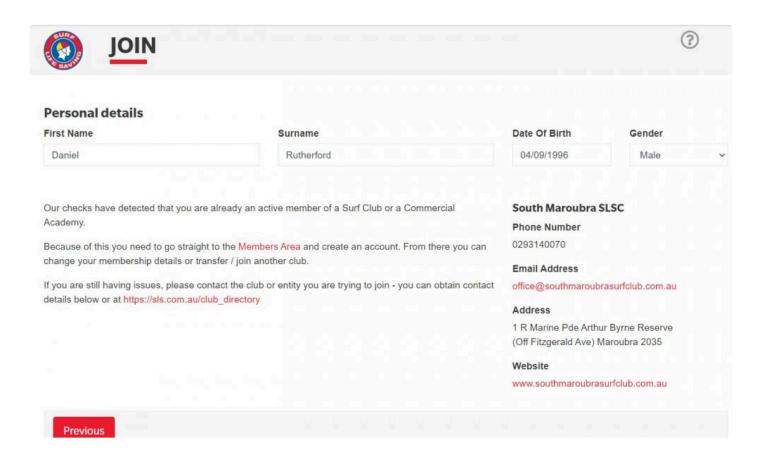
Fill in the Individual's **Personal Details** (first and last name, DOB and gender).

Note: details for the person wishing to join.

Click **NEXT** button.



**Note:** If you are a member within our Organiation the system will detect this and provide you with a link to go to the Members Area.



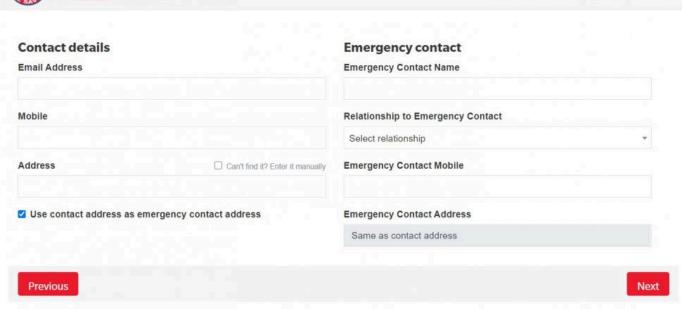
#### Complete the Contact and Emergency Contact Details

#### Click \*Next \*Button









The screen will display a summary of your information.





#### Summary

You are joining

#### **TEST NSW Club (NSW)**

#### Member/s to join

Shane Shandy 06/05/1960 Male

#### **Contact Details**

5000 South Dowling Street Moore Park 2021 NSW Australia yrutherford@slsa.asn.au

0432159669

#### **Emergency Contact**

Leonie Shandy (Sister) 5000 South Dowling Street Moore Park 2021 NSW Australia

0433333333

#### Log in Details

All current members of the Surf Life Saving have access to the SLSA Members Area. (URL: <a href="members.sls.com.au">members.sls.com.au</a>)

You are asked to create your unique **Username** and **Password** in preparation for accessing this system. Existing members use the **Members Area** to renew and manage their club memberships.

\*Note: \* Usernames MUST be unique. If you type in a username that is already taken, upon submitting the page a warning will be displayed asking you to type in another username.

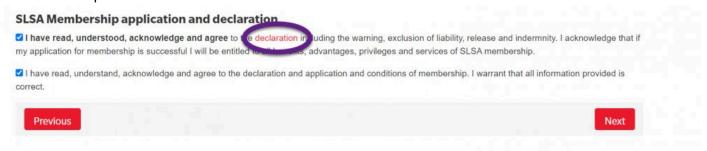
# Login Details Create your new Members Area account: Preferred Username Password

#### **SLSA Membership Application and Declaration**

All members of our Organisation (annually) must read, understand, acknowledge and agree to the declaration and application and conditions of membership

Tick both checkbox to acknowledge the above and this will be recorded as your electronic signature and timestamped.

Note: You can click on the 'declaration' link to fully ready the SLSA Membership Application and Declaration Click NEXT to proceed



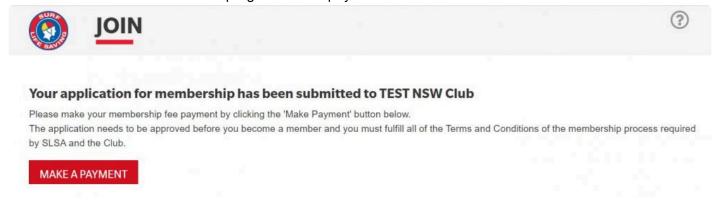
The screen will display that your application for membership has been submitted to your chosen organisation.

Your membership will remain **pending** with your club until your club processes your online membership application.

**Note:** Membership is not automatic. If there is a delay or you need to ask a question, feel free to contact the club you applied to join, directly.

Clubs will not process online membership applications until you have made the necessary annual membership fee.

Click on \*MAKE A PAYMENT \*to progress to the payment section.



The preferred payment option is to pay online using your credit card click on the red MAKE PAYMENT The screen will also display your clubs contact details & direct debit payment information (optional for clubs).





# **PAYMENT**

Use the button below to pay now using your credit card.



#### South Maroubra SLSC

#### Phone Number(s)

0293140070 0293140070

#### **Email Address**

office@southmaroubrasurfclub.com.au

#### Website

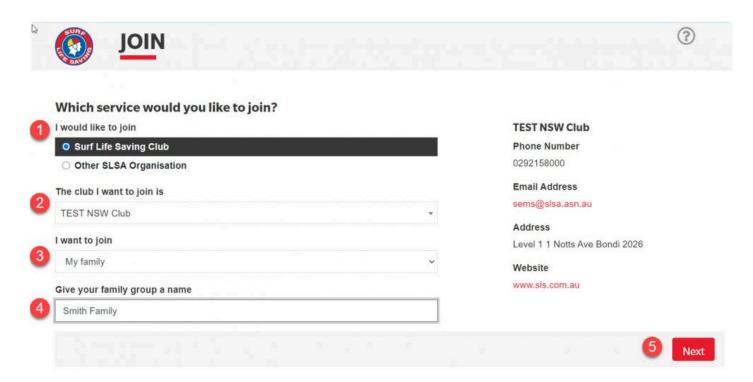
www.southmaroubrasurfclub.com.au

#### Physical Address

1 R Marine Pde Arthur Byrne Reserve (Off Fitzgerald Ave) Maroubra 2035

# 2.3. Joining a Family Group

- 1. Select the Service that you wish to join ie: surf club or other Service
- 2. Select the Organisation that you wish to join. Commence typing in the name of the club and select from the drop down list
- 3. Select 'I want to Join' My Family from the drop down box
- 4. Type in a family name ie: Smith Family
- 5. Click the red NEXT button



Complete the **Personal Details** Section (This member will be the primary member of this family group.

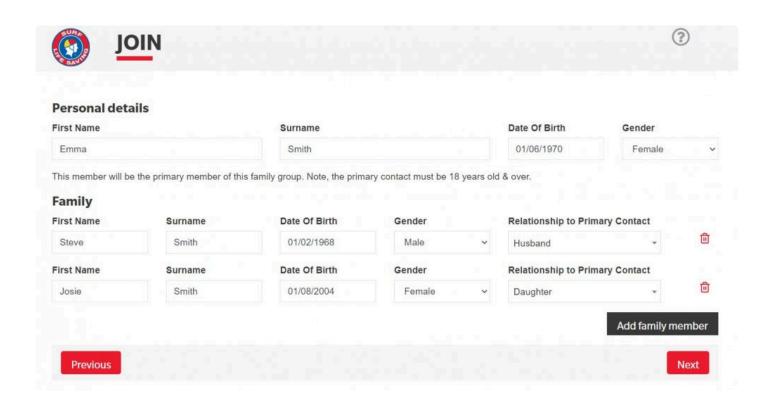
Note, the primary contact must be 18 years old & over.)

#### Click 'Add Family Member'

Complete the Personal Details for other members of the family that you wish to add to the group.

Continue till you have added all family members that wish to join the service.

Click the red \*NEXT \*button.



Enter the **Contact details** for the family group and the **Emergency Contact Details** for the Primary Member.

Click **NEXT** 

The screen will display a summary of the members (family group) that wish to join a club.

1. Login Details The Primary Member will need to Create an account to access the Members Area. All current members of the Surf Life Saving have access to the SLSA Members Area. (URL: <a href="members.sls.com.au">members.sls.com.au</a>) You are asked to create your unique **Username** and password in preparation for accessing this system. Existing members use the Members Area to renew and manage their club memberships. **Note:** Usernames MUST be unique. If you type in a username that is already taken, upon submitting the page a warning will be displayed asking you to type in another username.

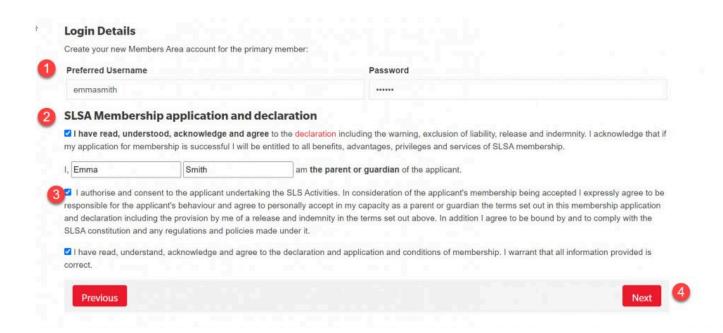
#### 2. SLSA Membership Application and Declaration

All members of our Organisation (annually) must read, understand, acknowledge and agree to the **Declaration** and **Application and Conditions of Membership**.

Tick all three (3) checkboxes to acknowledge the above and this will be recorded as your electronic signature and timestamped.

Note: You can click on the 'declaration' link to fully ready the SLSA Membership Application and Declaration

- **3.** Your name (the Primary Member) will appear as the parent or guardian of the applicants should you have minors (U18 yrs) in your family group
- 4. Click \*NEXT \*



The screen will display and advise that 'Your application for membership has been submitted to TEST NSW Club'

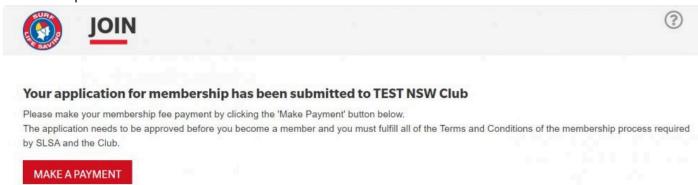
Please make your membership fee payment by clicking the 'Make Payment'.

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.

Your membership will remain **pending** with your club until your club processes your online membership application.

**Note:** Membership is not automatic. If there is a delay or you need to ask a question, feel free to contact the club you applied to join, directly.

Clubs will not process online membership applications until you have made the necessary annual membership fee.



The preferred payment option is to pay online using your credit card click on the red **MAKE PAYMENT**The screen will also display your clubs contact details & direct payment information (optional for clubs).
Click on \*MAKE A PAYMENT \*to progress to the payment section.





# **PAYMENT**

Use the button below to pay now using your credit card.



#### South Maroubra SLSC

#### Phone Number(s)

0293140070 0293140070

#### **Email Address**

office@southmaroubrasurfclub.com.au

#### Website

www.southmaroubrasurfclub.com.au

#### Physical Address

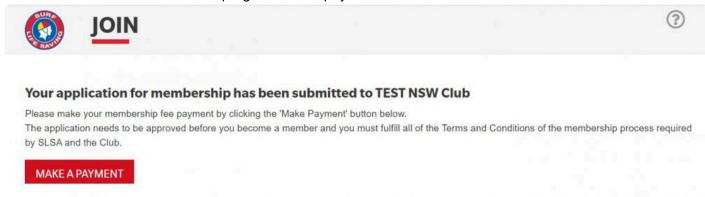
1 R Marine Pde Arthur Byrne Reserve (Off Fitzgerald Ave) Maroubra 2035

### 2.4. Making a Membership Fee Payment

After you have submitted an individual or families membership application, it is expected that you will proceed to make a payment.

Clubs will not process online membership applications until you have made the necessary annual membership fee.

Click on \*MAKE A PAYMENT \*to progress to the payment section.



If you are in NSW, once you have clicked the Make A Payment button you will be given the opportunity to use an 'Active Kids Voucher'.

Fill in the necessary fields to use this voucher.





# ACTIVE KIDS VOUCHERS Enter voucher details if you have the active voucher or just leave the fields empty to continue to the payment details. Josie Smith (Member ID: 5905121) Voucher barcode Voucher pin Child's Date Of Birth in the format DDMM, i.e. 1503 Membership fee Please enter the Club membership fee for your child. This voucher will be deducted from your fees, up to the value of \$100

If you do not wish to use an Active Kids Voucher or you are from anther State, click the NEXT button or

MAKE PAYMENT button and you will be directed to our Payment Gateway site.

**Note:** if the club that you are joining in NSW has not signed up to use the Active Kids Vouchers then this screen will not appear.





# **PAYMENT**

Use the button below to pay now using your credit card.



#### South Maroubra SLSC

Phone Number(s)

0293140070 0293140070

#### **Email Address**

office@southmaroubrasurfclub.com.au

#### Website

www.southmaroubrasurfclub.com.au

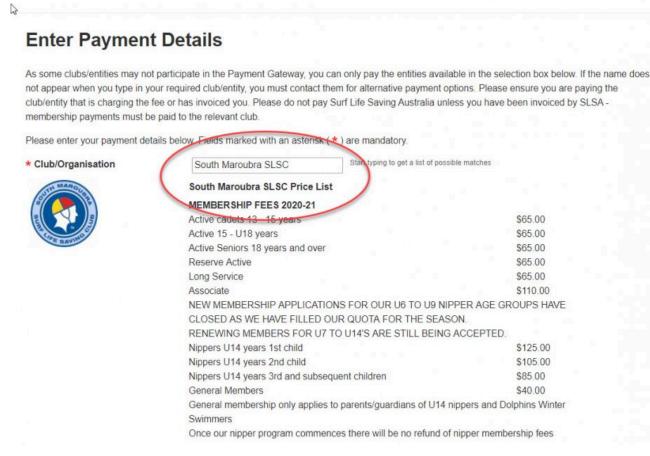
#### Physical Address

1 R Marine Pde Arthur Byrne Reserve (Off Fitzgerald Ave) Maroubra 2035

#### **Payment Gateway**

The system will pick up which service/surf club you wish to join and the screen will display that organisations current price list.

Price lists are created and uploaded to the Payment System by each club so any questions pertaining to a price list should be directed to the organisation.



Complete the Payment details for transaction 1. (You can add a number of transactions/payments.) Transaction Type – select a transaction type from the drop down box. (default is joining fee)

Payment Details (the default will be your name)

Amount

Payers Details

Note: If your club accepts a 'family fee payment' option then in the Payment Details section – type in the names of all the family group names.



Upon clicking NEXT, enter in your credit card details.

After submitting your payment details, the system will email you and your join club a copy of the payment receipt.

Click here to access the SLSA Payment Gateway Userguide Payment Gateway userguide link

### 3. Returning Member

If you were previously a member of a surf club or other surf life saving organisation then it is highly likely that there is a record in the national administrative database. If you belonged more than two years ago, then it is also highly likely that many of your membership details we have for you, have changed.

If you were a member:

A member more than two years ago, please go to join

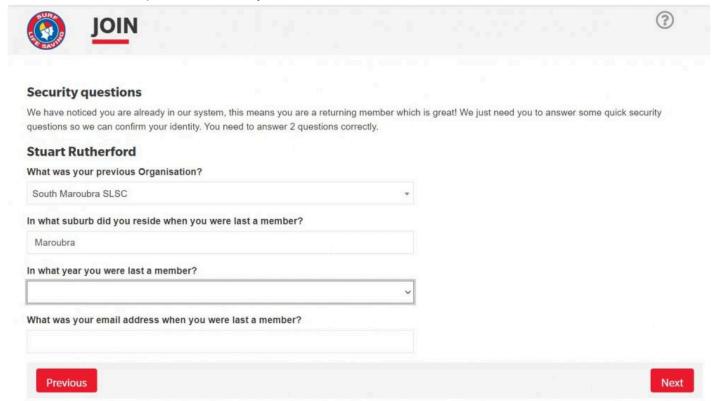
Select the Organisation that you wish to join.

Select if you are joining as an individual or a family group

Complete the Personal Details fields

Click **NEXT** 

You will be asked some simple security questions which will enable us to identify you correctly. Please answer these questions as accurately as you can – they do not have to be 100% correct. You only need to answer 2 of the four questions correctly



If the system finds your details in the national database you will be asked to complete the Contact and Emergency Details and progress to submitting your online membership application.

If you were a member within the organisation less than two years ago, please go to URL: <a href="https://members.sls.com.au">https://members.sls.com.au</a> and create an account. The Members Area is where you can apply to join a club, transfer to another club or to renew your membership with your existing club.