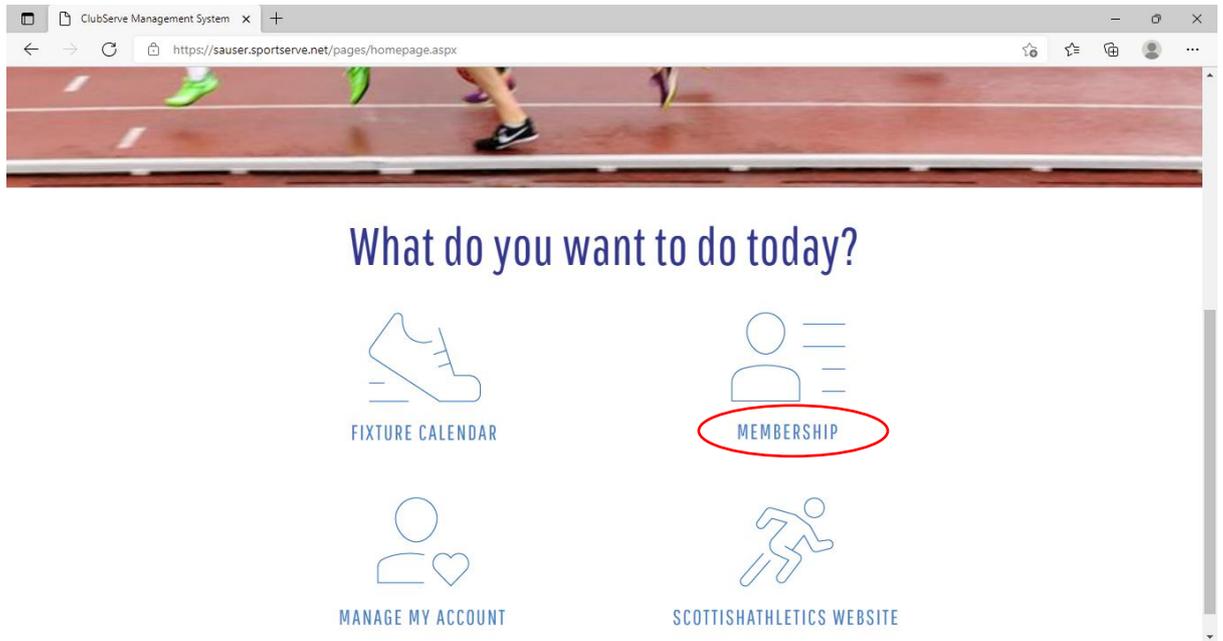
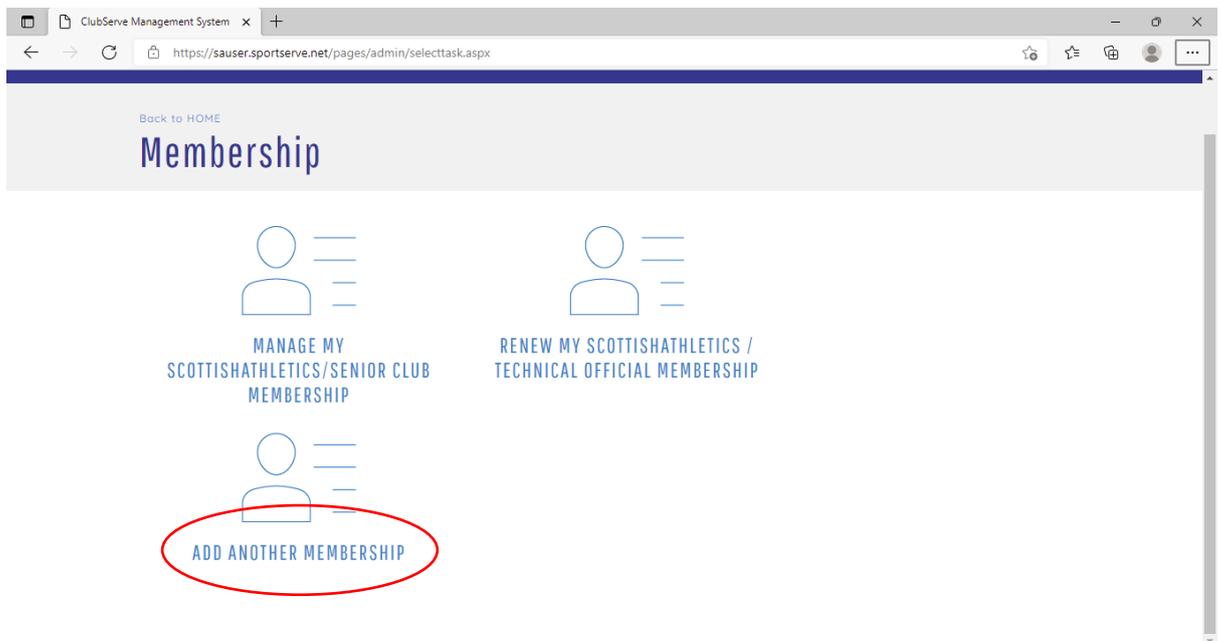


Adding a New Member to an Existing Membership

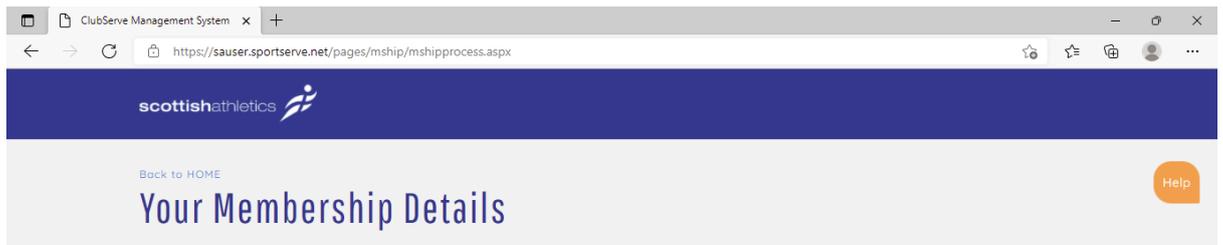
1. Login to your membership portal
2. Scroll down and click on Membership



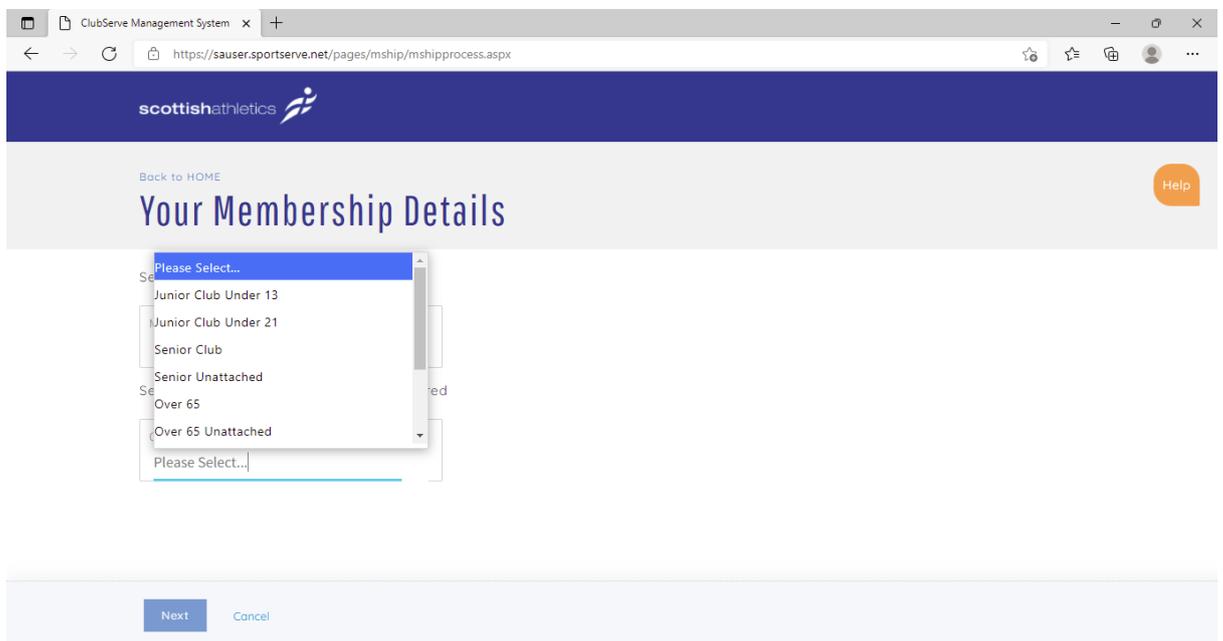
3. Click on ADD Another Membership



4. Select Scottishathletics



5. Click on Category then the Age Group of new member



6. Click on Membership For and choose Someone Else then click Next at bottom of page

ClubServe Management System x +

https://sauser.sportserve.net/pages/mship/mshipprocess.aspx

Your Membership Details

Select the membership scheme required

Membership Scheme
scottishathletics

Select the category of membership required

Category
Junior Club Under 13

Membership For
Someone Else

Please note this category is for persons aged under 13 years of age at joining/renewal date

Next Cancel

7. Fill in details, save then go to next page and continue to fill in the details until you get to the payment page . Once paid you should receive an e-mail confirming the payment and membership number.
8. When you log back on you should see the new member when you scroll down.