

# BADMINTON ENGLAND MEMBERSHIP SYSTEM INDIVIDUAL USER GUIDE



## **CONTENTS**



- **2** Contents
- 3 Register as a New User
- 5 Navigating Your Profile
- 6 Renewals and Membership
- 7 Checkout and Payment
- 8 Compete Membership and Upgrade

## Register as a New User

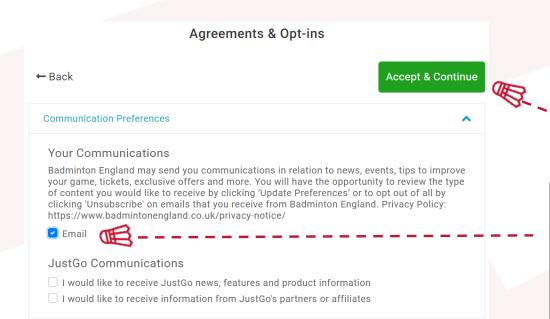
contact our membership team via

membership@badmintonengland.co.uk





Page





#### YOUR COMMUNICATION PREFERENCES

You will be asked to fill out your email communication preferences followed by confirming you have reviewed, and accept, the Badminton England Privacy Policy and the Terms and Conditions.

We highly recommend ticking the email box to ensure you don't miss out on any relevant content. This ensures we can contact you with important information, including membership benefits, details about up and coming events, offers and news.



# Navigating Your Profile

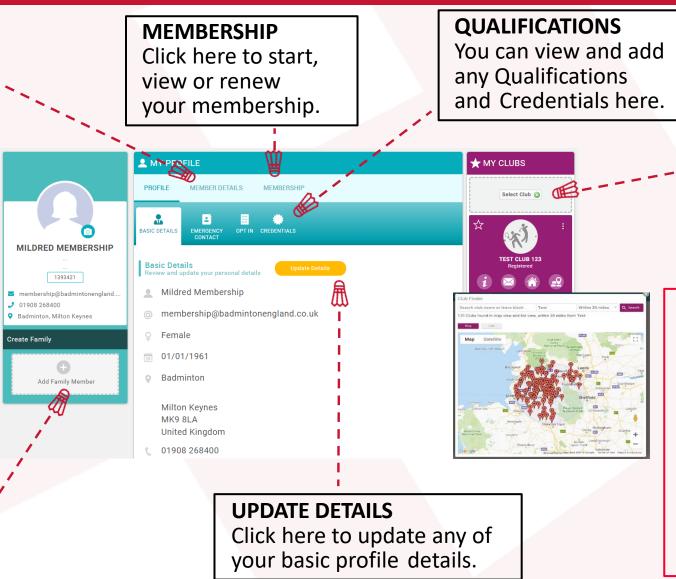


#### **MEMBER DETAILS**

Click here to update additional details. For instance, your 'Playing County' and 'Nationality'.

#### **CREATE FAMILY**

If you have several family members with a Badminton England Membership, you can link them together here. You will need their registered email address and either their date of birth or membership ID.



### CLUBS

If you play at a club (or are looking to join one) you can use our Club Finder. Find your club and press 'Select Club' to add it to your profile.

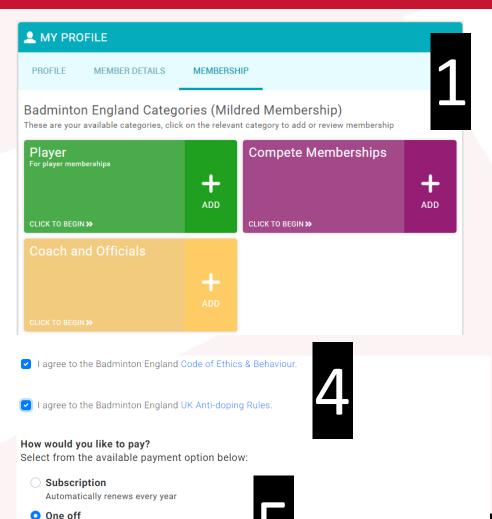
#### **USEFUL INFORMATION**

If you are looking to join a club, we recommend contacting them first. Select a club on the Club Finder and it will display the club type and relevant contact details.

Page 5

## Renewals and Membership

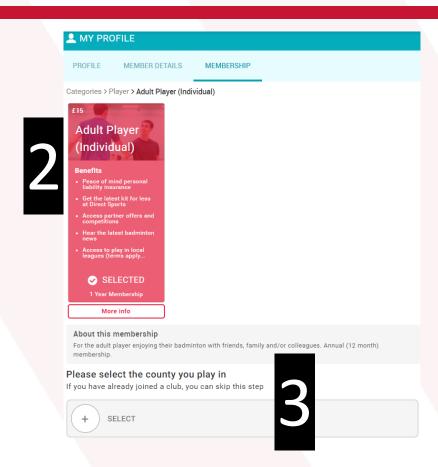




Manually renew your membership each year.

Previous

**SELECTING MEMBERSHIP STEP 1** Select the correct membership category **STEP 2** Select the required membership **STEP 3** If you haven't already joined a club, select your playing county **STEP 4** Read and agree to the T&Cs **STEP 5** Select whether you'd like to manually renew your membership each year or allow us to take an automated annual payment **STEP 6** Click **Finish** 



# Checkout and **Payment**

Every Year



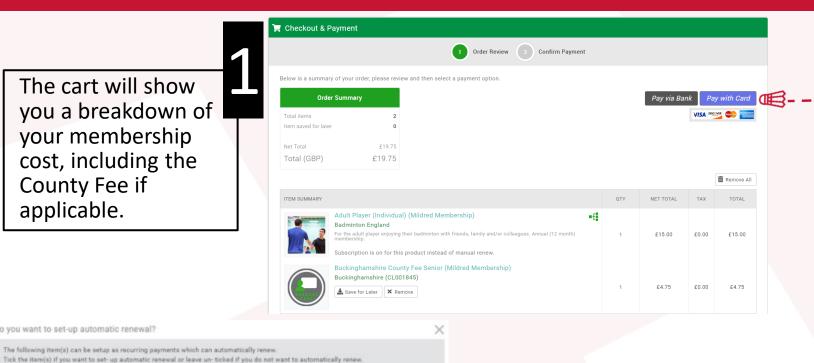
The cart will show you a breakdown of your membership cost, including the County Fee if applicable.

Do you want to set-up automatic renewal?

Click Continue to Payment to confirm and pay

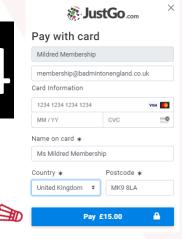
**Badminton England** 

Adult Player (Individual) Automatically renews every year



Enter your email address (you will be emailed a receipt) and card

Select Pay with Card



We recommend ticking the auto renew box, this will ensure your membership benefits do not lapse.

Select Continue to Payment

INFORMATION

details.

button.

Select the **Pay** 

You can cancel your subscription at any time by going to Menu > Payment History > Subscriptions > Cancel Plan

**Page** 

## COMPETE MEMBERSHIP & UPGRADE



Sign up for the Compete upgrade in the same way as signing up for membership (see pages 6 & 7).

When signing up for a Compete membership / upgrade you will be required to pay a "County Fee". This fee goes directly to your County to help develop badminton in your area. If you have any questions or would like more information on County Fees we'd recommend contacting your County directly.

**NEW MEMBER** 

membership, depending on age.

**CLUB MEMBERS** 

#### **UPGRADING**

If you already have a membership, when you select the Compete option your original membership fee will automatically be deducted so you are just paying the upgrade fee.

#### \_\_\_\_

Compete members need to join, renew or upgrade their own memberships, this can not be done through a club.

If you do not currently have a valid membership you will be

charged the full amount, to include an adult or junior Player

#### **EXPIRY DATE**

When purchased as an upgrade, the expiry date will be in line with your current membership renewal date.