

FCC – Joining FCC and paying Your Membership via the PA “Go Membership” system

- 1) Creating an account and entering your details
- 2) Selecting FCC
- 3) New Adult or Child member process
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- 8) Picking up a new Fob so I can access the club.

We’re delighted that you are considering joining FCC. We’re a cooperative, and membership comes with a variety of rights, privileges and obligations. Before joining online, please come along to the club and meet a director to understand how the club works. There’s a director on duty almost every Sunday morning between 9.45am and 10.15am.

Once you’ve joined you can pick up an access fob from a club director on a Sunday morning. You should also book in to a new member orientation session in which you’ll learn how to look after our club equipment and how to enter/ exit a boat safely.

FCC membership runs from 1 July to 30 June each year. In your first year of membership, we offer a “pro rata” quarterly fee reduction, so that if you join half way through the financial year you only pay half the first year’s fees. This pro rata arrangement only applies to new members – not to renewing members.

Membership is purchased through the Paddle Australia “Go Membership” portal and the remainder of this document takes you through the steps in the portal at: <https://paddleaustralia.azolve.com/>.

The first step below assumes that you are new to Paddle Australia. If you have an existing account on Go Membership and are adding Fairfield Membership to an existing club membership, jump to step 2.

1. Creating an account and entering your details.

The portal login screen is shown here. Click on “Sign Up” to start the process.

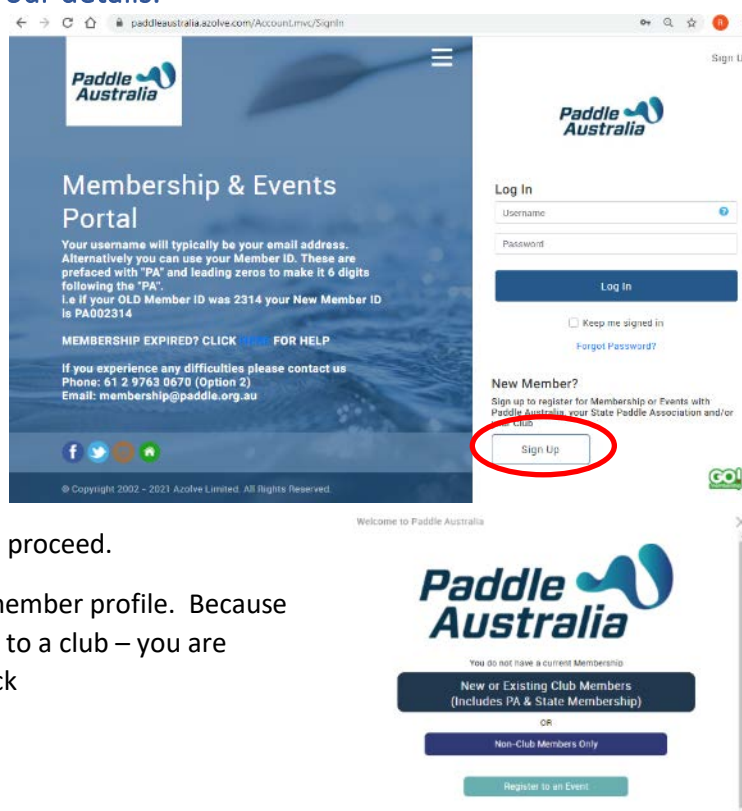
You’ll be asked to enter your name, address, email address, a password and your emergency contact details.

Your username will automatically populate with the email address you entered, but you can also change this to a chosen username.

Next, you’ll be presented with the Paddle Australia terms and conditions. Review these, scroll to the bottom and click “Finish” to proceed.

Normally, you’d now be presented with your member profile. Because you don’t yet have one – you’re not connected to a club – you are presented with a popup where you need to click

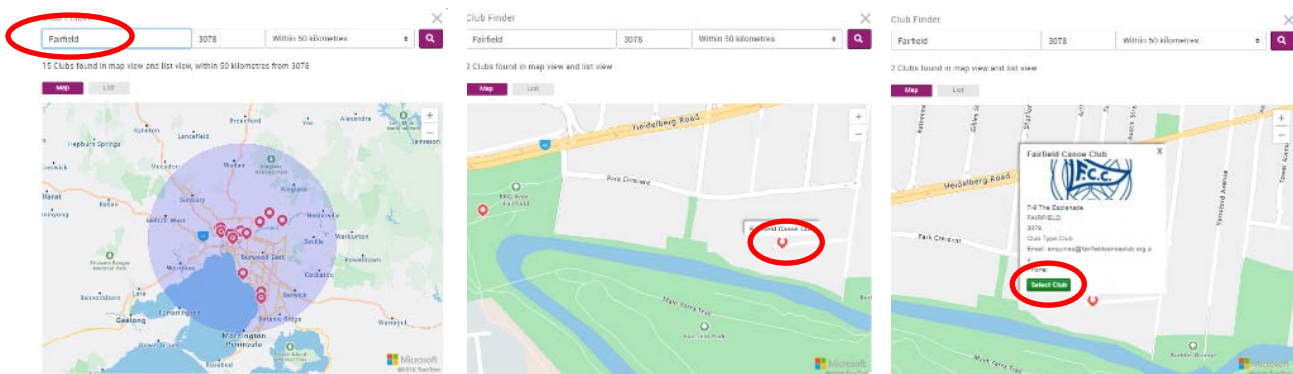
**New or Existing Club Members
(Includes PA & State Membership)**



This pops up the “club finder” dialog. Time to find Fairfield Canoe Club!

2. Selecting FCC

Using the “club finder” you can zoom in and out to find Fairfield Canoe Club, or search using the search box. Once you’ve found FCC, click on the red dot to pop up the club details, then choose “select club”.



3. New Adult or Child Member Process – for the Shareholding member

Next, you need to add memberships to your “cart”. For FCC, you need to purchase a shareholding (\$450) and annual membership. Your PA/PV membership is automatically added as well (if you have joined PA/PV separately – for example if you are joining a second club – then this will not be added).

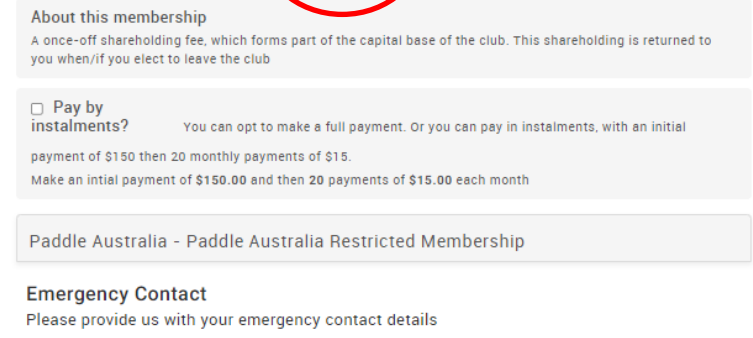
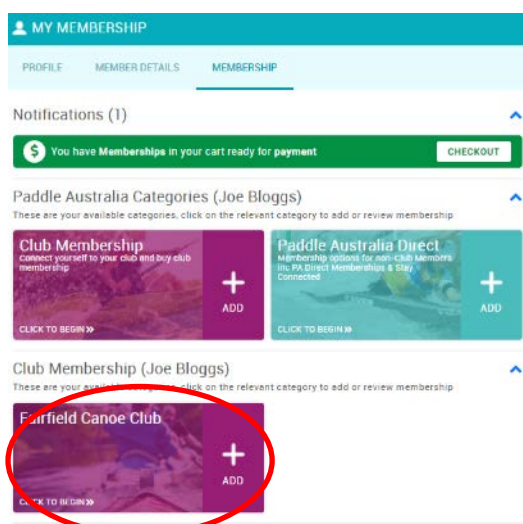
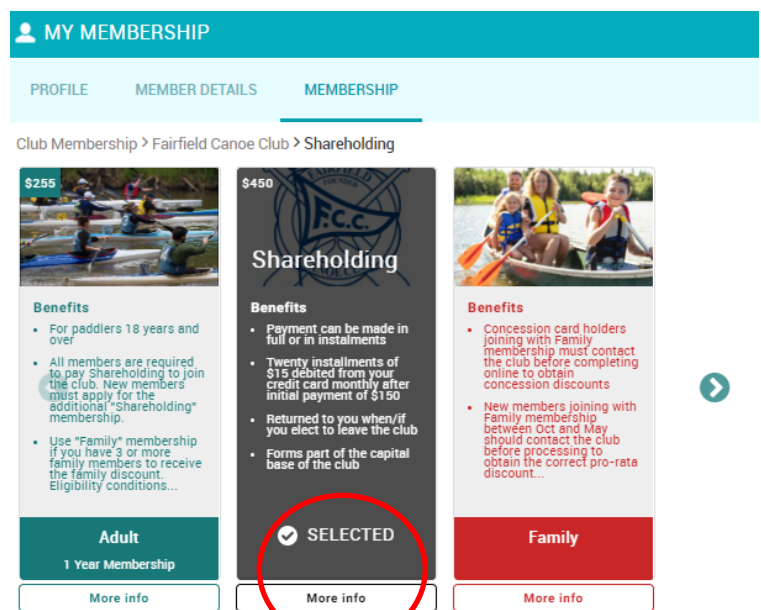
First – add your shareholding. Click the black “Shareholding” icon to select it.

You can either pay the shareholding upfront or by monthly instalments.

Now scroll to the bottom of the screen and

click **Finish** - you’ll be given the option to go to the checkout, but instead, choose

NO, NOT YET. It’s now time to set up your adult (or child) membership.



Click on the Fairfield Canoe Club “Add” button to take you back to the membership screen, and this time select the Adult (or Child if applicable) membership type.

MY MEMBERSHIP

PROFILE MEMBER DETAILS **MEMBERSHIP**

Club Membership > Fairfield Canoe Club > Adult

\$255

Adult

Benefits

- For paddlers 18 years and over
- All members are required to pay Shareholding to join the club. New members must apply for the additional "Shareholding" membership.
- Use "Family" membership if you have 3 or more family members to receive the family discount. Eligibility conditions...

SELECTED

1 Year Membership

More info

\$450

Shareholding

Benefits

- Payment can be made in full or in instalments
- Twenty installments of \$15 debited from your credit card monthly after initial payment of \$150
- Returned to you when/if you elect to leave the club
- Forms part of the capital base of the club

More info

Family


Benefits

- Concession card holders joining with Family membership must contact the club before completing online to obtain concession discounts
- New members joining with Family membership between Oct and May should contact the club before processing to obtain the correct pro-rata discount...

More info

About this membership


Adult Club Membership



Replacement Key

For members who have lost previous key - cost of club purchasing new key


\$25.00 Quantity Add to cart



Second boat in shared boat rack (board approval required)

For members who want to store two boats in one rack

\$50.00 Quantity Add to cart



Second boat rack

First boat rack in the club is free. Second boat rack is \$100.

\$100.00 Quantity Add to cart

Below is a summary of your order, please review and then select a payment option.




Order Summary

Total Items: 3
Item saved for later: 0

Discount: -\$11.25
Net Total: \$621.59
GST: \$21.16
Total (AUD): \$633.75

Play with Card

VISA MASTERCARD AMEX

ITEM SUMMARY	QTY	NET TOTAL	GST	TOTAL
 <p>Shareholding (Joe Bloggs) Fairfield Canoe Club (CL000234) <small>A once-off shareholding fee, which forms part of the capital base of the club. This shareholding is returned to you when you elect to leave the club.</small></p> <p><input type="button" value="Save for Later"/> <input type="button" value="Remove"/></p>	1	\$450.00	\$0.00	\$450.00
 <p>Paddle VIC & Paddle Australia Senior Membership (Joe Bloggs) Paddle Victoria (CLD001156)</p> <p><input type="button" value="Save for Later"/> <input type="button" value="Remove"/></p>	1			
 <p>Adult (Joe Bloggs) Fairfield Canoe Club (CL000234) Adult club membership</p> <p><input type="button" value="Save for Later"/> <input type="button" value="Remove"/></p>	1	\$100.00	\$0.00	\$100.00

ITEMS SAVED FOR LATER (0) Hide saved items

Now scroll down the screen. If you need to purchase an additional rack space, do this now under the membership selected by "adding to cart" relevant items. NOTE that you should not purchase additional rack spaces unless you have already had such rack spaces approved by the racking coordinator – purchasing them here does not provide approval.



You'll also be prompted now for any missing information, such as emergency contact details.

Down towards the bottom of the screen you have the opportunity to make a donation to Paddle Australia's "Paddle On Foundation".

You're nearly there!



Click the yellow **Finish** button and you'll be given the option to go to the checkout, which is where you check that the numbers are right, and enter payment details.

Your Order should include three items:

- Your FCC Shareholding
- Your Paddle Vic and Paddle Australia memberships
- Your FCC membership

If the numbers are right, please choose "pay with card" to pay.

If you are a concession card holder, seniors card holder or full time student, you are eligible for a discount on FCC fees. If you've not selected this already, now is the time. – see next section.

If you have questions, please contact Joe our membership director at membership@fairfieldcanoecub.org.au.

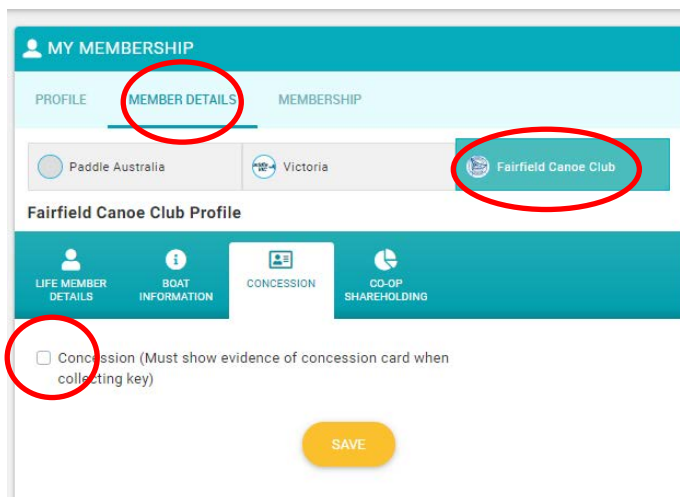
4. What if I'm a student or concession member ?

If you are an Adult member and have a seniors card, concession card or if you are a full time student, then please ensure that you tick the "Concession" tickbox under your Fairfield Canoe Club profile. To find this profile, you may need

MEMBERSHIP

to click on towards the top left of the page to take you to the My Membership page.

This then applies a 50% discount to your FCC annual fees. NOTE: you MUST bring evidence (concession, seniors or student card) along to renewal day to show to a director.



If this was the final step in your membership process, you can go back to the checkout by clicking on the Cart icon.

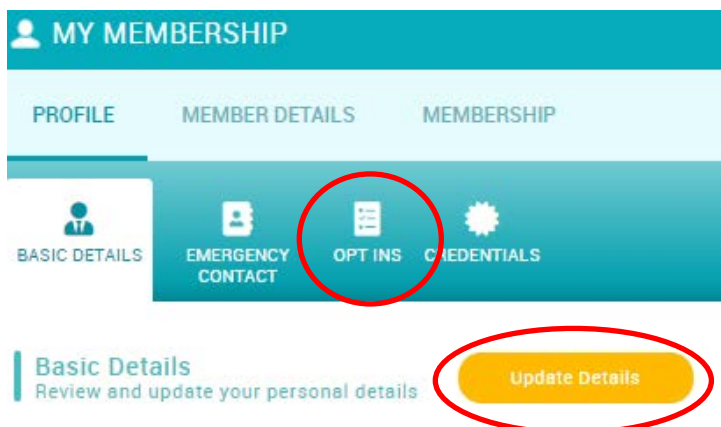
5. Checking and updating your details

Also on your My Membership page, you can check your membership details. Check that your telephone, physical address and email address details are correct. If they are not they can be updated by clicking on the yellow

Update Details

button.

Your username and email address may be different from each other. You can update your email address at any time. After initial setup, if you want to have your username updated, this needs to be done by Paddle Australia. Email membership@paddle.org.au requesting that they update your username.



Under "Opt Ins" you can check whether you receive communications from PA, PV or FCC via Go Membership. NOTE that this "opt in" is separate from our weekly FCC "eNews", which you can subscribe to via the link at the bottom of the FCC website.

If you like, you can put a photo of yourself in to the system – click on the camera icon on left side.

If you have been allocated a boat rack at FCC by our racking director (unlikely for new members as there's a long waiting list), you can put information about your boat in under My Membership. Click on "Member Details" under my membership, then on Fairfield Canoe Club, then Boat Information. Enter the boat type and colour. The rack number is maintained by our boats and racking director.

6. Family Membership

If you have one or more children who are joining FCC with you, then choose "family membership" rather than Adult or Child membership. This reduces your membership fees: FCC child members which are attached to adult memberships are significantly reduced in cost. Additionally, Paddle Australia/Paddle Victoria reduce their fees by 30% for families of 3 members or more.

Having selected "Family" membership – the red coloured membership type – you now need to add family members to the system and to link the family members to the family membership (a 2 step process). Scroll down, and you should see a series of family members listed. For each member you need to click on "select membership" then click on the tick box on the right hand side of the popup to confirm their membership.

Club Membership > Fairfield Canoe Club > Family

\$255

Benefits

- For paddlers 18 years and over
- All members are required to pay Shareholding to join the club. New members must apply for the additional "Shareholding" membership.
- Use "Family" membership if you have 3 or more family members to receive the family discount. Eligibility conditions...

Adult
1 Year Membership

[More info](#)

\$450

Benefits

- Payment can be made in full or in instalments
- Twenty instalments of \$15 debited from your credit card monthly after initial payment of \$150
- Returned to you when/if you elect to leave the club
- Forms part of the capital base of the club

Shareholding

[More info](#)

Family

Benefits

- Concession card holders joining with Family membership must contact the club before completing online to obtain concession discounts
- New members joining with Family membership between Oct and May should contact the club before processing to obtain the correct pro-rata discount...

SELECTED
Membership

[More info](#)

About this membership
30% discount off Paddle Australia and State Paddle Association membership fees for families. Minimum of 3 family members. Maximum of two members 18 years and over. Up to six children

Family Membership Pricing

1 adults and 1 children (Under 18)	= \$160.00, Minimum of 2 family members
1 adults and 2 children (Under 18)	= \$200.00, Minimum of 3 family members
1 adults and 3 children (Under 18)	= \$240.00, Minimum of 4 family members
1 adults and 4-6 children (Under 18)	= \$280.00, Minimum of 5 family members
2 adults and 1 children (Under 18)	= \$320.00, Minimum of 3 family members
2 adults and 2 children (Under 18)	= \$320.00, Minimum of 4 family members
2 adults and 3 children (Under 18)	= \$360.00, Minimum of 5 family members
2 adults and 4-6 children (Under 18)	= \$400.00, Minimum of 6 family members

Additional children will be charged Free for their respective membership
Additional adults will be charged Full Price for their respective membership

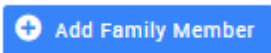

Select a membership


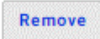
Membership	Price	
Adult	\$160	<input checked="" type="checkbox"/>


Joe Bloggs
rowan@srec.com.au
of birth: 01/01/1970

[Select Membership](#)

As you tick each family member, the screen changes from “Select membership” to “Change or Remove”.

To add additional family members, click  then  to fill in the details of each additional family member.

Once all family members have been added you will see a list of family members with   next to each – if “Select Membership” is shown instead, click through and tick that membership...

Finally - click the yellow  button and you’ll be given the option to go to the checkout, which is where you check that the numbers are right, and enter payment details. Please choose “pay with card” to pay.

7. Who to contact with questions

If you get stuck, please contact Joe our membership director at membership@fairfieldcanoecub.org.au

8. Picking up a new Fob so I can access the club

Once you’ve joined online, come along to FCC on a Sunday morning to meet the director on duty and to pick up a new blue “fob” so that you can access the club. Fobs provide easy access to all club doors and gates. Fobs are waterproof, light and tagged to you, so that in the future they will also provide a record of when you’ve entered FCC. At present, we need to scan the QR code each time we enter.