

Scottish Archery – How to sign up/renew club membership and bulk renew as a club admin.





#MAKINGSPORTLIMITLESS



This is the landing page for the system and allows you to login as an existing member of Scottish Archery. New members can click on the 'Sign Up' button.

Sign Up



First time accessing the system as an existing user, please use your registered email address as username and type here.

Log In

 Keep me signed in

[Forgot Password?](#) [What's my login?](#)

New Member?

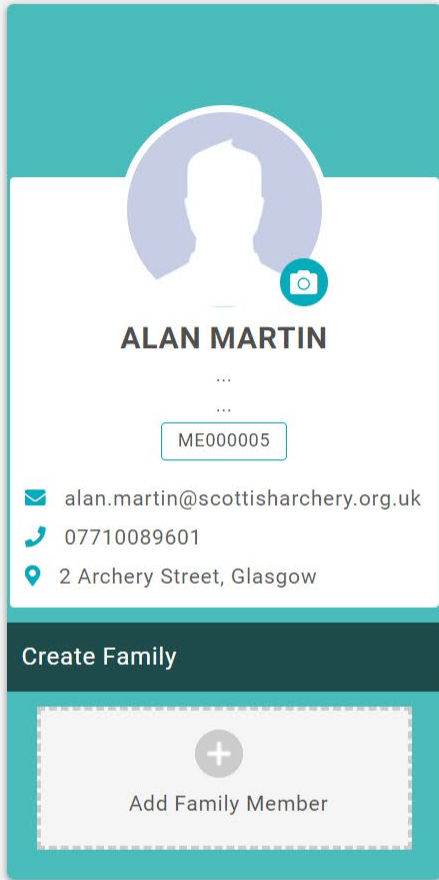
Join the team!


After typing your email please click on 'forgot password' and the system will send you a link and allow you to set a password.




If you are having problems logging in or need further help please contact **Scottish Archery** at techsupport@scottisharchery.org.uk.




You can use the menu above to help navigate the site

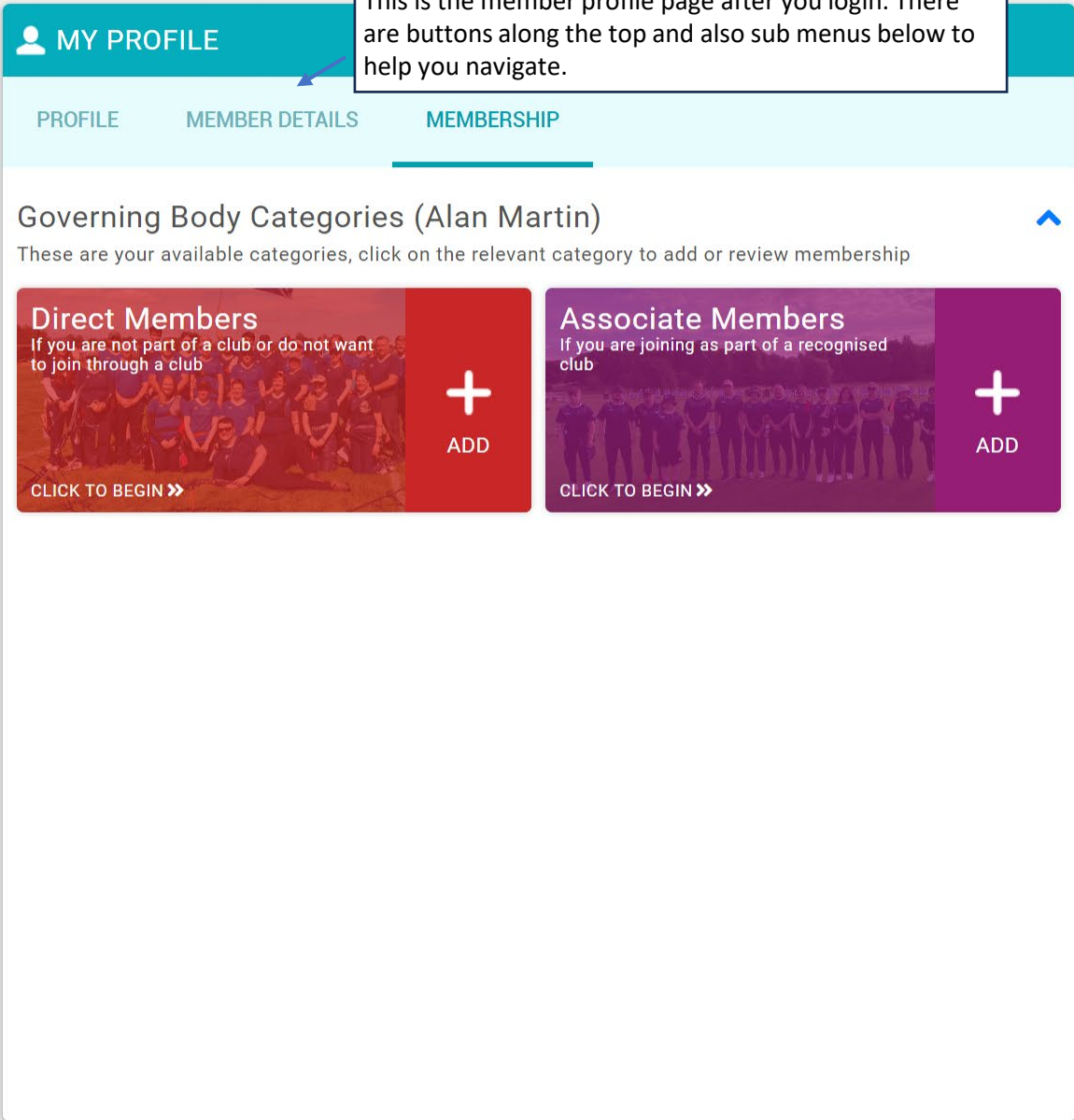



ALAN MARTIN
...
ME000005

 alan.martin@scottisharchery.org.uk
 07710089601
 2 Archery Street, Glasgow


Create Family





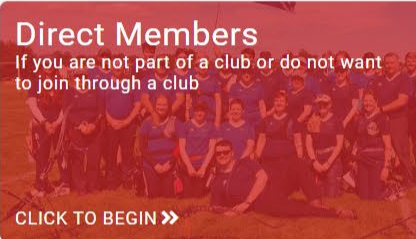
MY PROFILE


PROFILE MEMBER DETAILS **MEMBERSHIP**

Governing Body Categories (Alan Martin) 

These are your available categories, click on the relevant category to add or review membership


Direct Members
If you are not part of a club or do not want to join through a club




 ADD

CLICK TO BEGIN >>

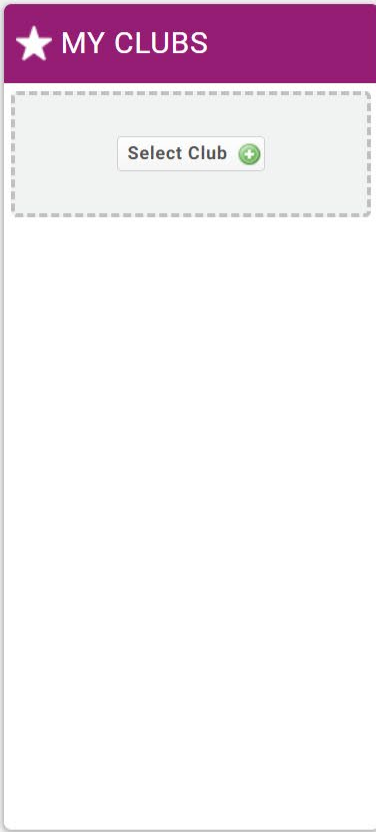
Associate Members
If you are joining as part of a recognised club




 ADD

CLICK TO BEGIN >>

This is the member profile page after you login. There are buttons along the top and also sub menus below to help you navigate.



★ MY CLUBS

Select Club 

Member Area

My Profile	Cart	Payment History
Membership	Events & Courses	Shop
Documents	My Enquiries	Finance
Rewards		

This is the navigation tiles after you click 'Menu' on the previous page. The tiles in the red circle are what you will see as a member.

MY CLUBS

Select Club +

My Club

Club Profiles	Team Profiles	Data Import
Club Reports	Club Members	Club Affiliation
Bulk Renew	Club Credentials	JustGo Subscription

As club administrators you will see the tiles at the bottom as well. If you click on 'club profile' it will take you to your club

MY PROFILE

MEMBER DETAILS MEMBERSHIP

Direct Members

Associate Members

CLICK TO BEGIN >>

Switch

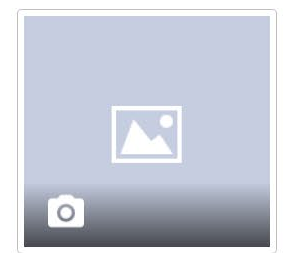
Test Club 2

123, Archery Land, G1 1AA

- CLUB CHECKLIST**
- CLUB PROFILE
 - CLUB DETAILS
 - CLUB AFFILIATION

Club Profile

- CLUB PROFILE**
- CLUB DETAILS
- CLUB MEMBERS
- CLUB AFFILIATION
- CREDENTIALS
- FAMILIES



Basic Details
Review and update club's basic details

[Update Details](#)

Test Club 2 (CL000016) **You can add in/update more details about your club**

Club

123 **To view a list of club members click here**

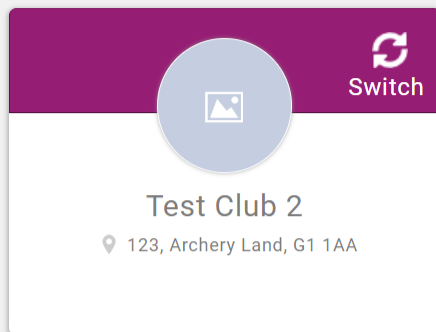
- Basic Details**
- Social Media
- Attachments

Archery Land

G1 1AA

United Kingdom

-
-
-



Test Club 2
123, Archery Land, G1 1AA

- CLUB CHECKLIST**
- ★ CLUB PROFILE ?
 - CLUB DETAILS ✓
 - CLUB AFFILIATION ✓

If you are looking to bulk renew your members you can click on bulk renew in the membership tab.

Please make sure club members know you are managing memberships on their behalf.

Club Profile

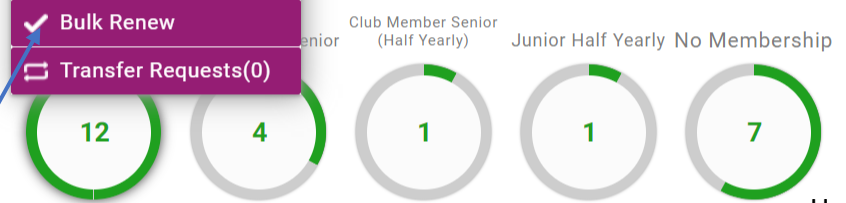
- ★ CLUB PROFILE
- CLUB DETAILS
- CLUB MEMBERS**
- CLUB AFFILIATION
- ★ CREDENTIALS
- FAMILIES

Club Members
Below is a list of all your club members for you to view and manage

 Search

Membership Membership Bulk Renew Transfer Requests(0)

Sort by Last Name Add Existing Member Add New Member



Summary by Membership Here is a list of the members in your club along with details of their membership type

TM Test Martin ★ alan.martin@scottisharchery.org... ME000037	<ul style="list-style-type: none"> Scottish Archery Membership Junior Half Yearly 	31/03/2024
AM Alan Martin ★ alan.martin@scottisharchery.org... ME000030	<ul style="list-style-type: none"> Scottish Archery Membership Club Member Senior 	30/09/2023
TM Test Member ★ testmember243@hotmail.com ME000044	<ul style="list-style-type: none"> Scottish Archery Membership Club Member Senior 	30/09/2023



Switch

Test Club 2
123, Archery Land, G1 1AA

- CLUB CHECKLIST**
- CLUB PROFILE
 - CLUB DETAILS
 - CLUB AFFILIATION

Club Profile

- CLUB PROFILE
- CLUB DETAILS
- CLUB MEMBERS
- CLUB AFFILIATION**
- CREDENTIALS
- FAMILIES

Categories (Test Club 2) If you click on 'club affiliation' it brings you to this screen

These are your available categories, click on the relevant category to add or review membership

En Bloc

ADD

CLICK TO BEGIN

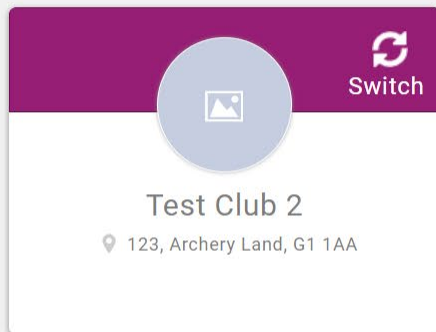
Club Registration

1 ACTIVE

MORE INFO

In here you can renew your club registration or purchase an en bloc membership for your club.





Test Club 2
123, Archery Land, G1 1AA

- CLUB CHECKLIST**
- ★ CLUB PROFILE ?
 - CLUB DETAILS ✓
 - CLUB AFFILIATION ✓

Club Profile

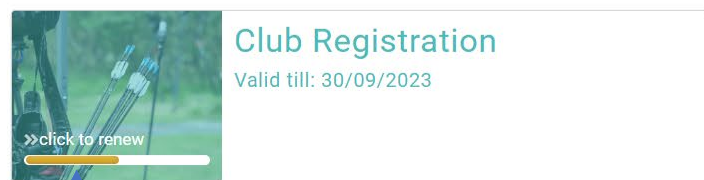
- ★ CLUB PROFILE
- CLUB DETAILS
- CLUB MEMBERS
- CLUB AFFILIATION**
- CREDENTIALS
- FAMILIES

Categories > Club Registration

Active Expired

Renew or Add your Membership +

These are your active membership(s)



Club Registration
Valid till: 30/09/2023
click to renew

If you are looking to add an additional membership type (en bloc) then click above

To renew your membership click on the picture above.


Select both or any one declaration from below *


- I can confirm that the range meets the requirements within the rules of shooting
- Our range has a valid range assessment


To renew or add a new membership type you will need to confirm which statement applies to your club.

Club Roles



Child Protection Officer

 Euan Murray

 euan.murray@scottisharchery.org.uk

 07712 526231


The club will also need to have their CPO details on the system. This will require you to have their 16 digit PVG number and the start date of the PVG. Once this has been approved the system will allow the club to complete the renewal process.


Club Documents

Please upload a copy of club documents below

Current (0) Expired (0)

 You have no active.

Are you accepting new members

Yes 

This allows the club to tell people if they have capacity

- The club confirms that anyone undertaking a regulated role has an up to date PVG and has completed any relevant training
- I confirm that all club members taking part in archery are members of Scottish Archery and Archery GB

These declarations are mandatory for the club renewing or taking out a new membership type



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



Order Summary	
Total items	2
Item saved for later	0
Net Total	£18.00
Total (GBP)	£18.00

[Request Invoice](#) [Admin Pay](#) [Pay with Card](#)



If you are paying for memberships or enbloc club membership. This is the checkout screen. As a club admin you will have the option of paying with card or request an invoice which will allow you to pay by BACS.

Remove All

ITEM SUMMARY		QTY	NET TOTAL	TAX	TOTAL
	East (Alan Martin) Scottish Archery	1	£2.00	£0.00	£2.00
	Direct Member Senior (Half Yearly) (Alan Martin) Scottish Archery <small>For anyone who is not or doesn't want to be associated with a club. There is the option to become a direct member. Direct Member Senior (Half Yearly) is available from 1st of April till end of August.</small>	1	£16.00	£0.00	£16.00

[Save for Later](#) [Remove](#)

ITEMS SAVED FOR LATER (0) Hide saved items

[Update](#)

[Order Summary](#)

Total items 2