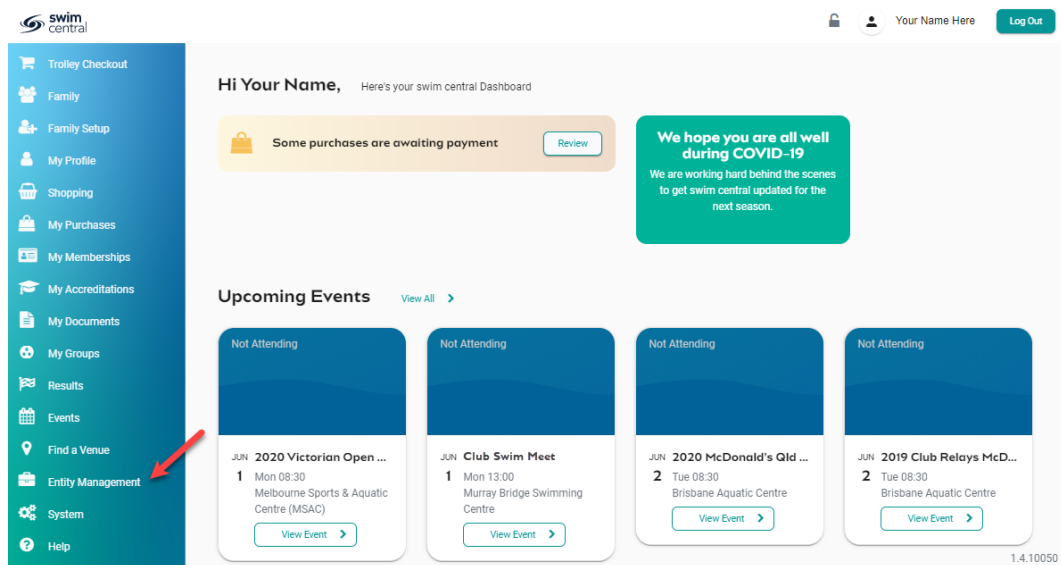


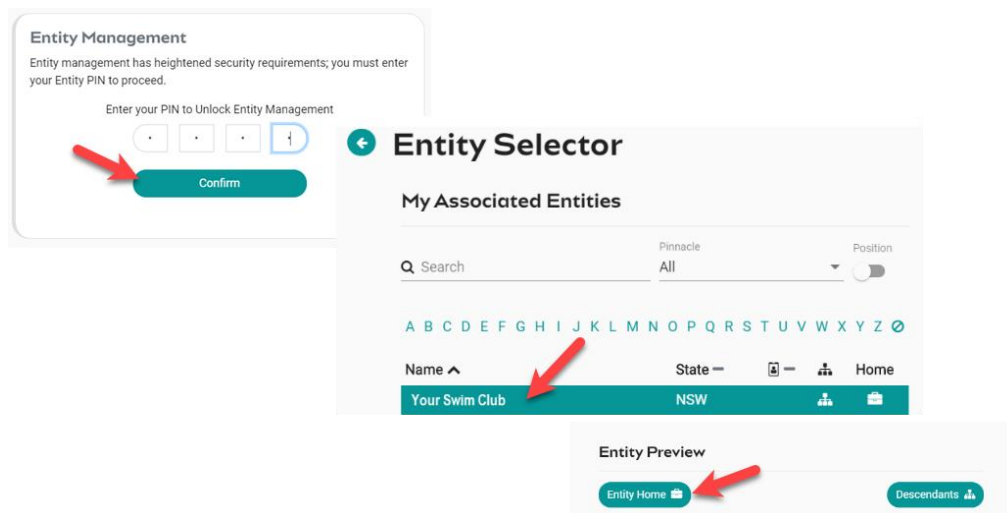
HOW TO ADD T&Cs FOR MEMBERS TO ACCEPT AT REGISTRATION

This help guide is for Club Administrators to set up terms and conditions for members to accept when purchasing a membership product from your Club.

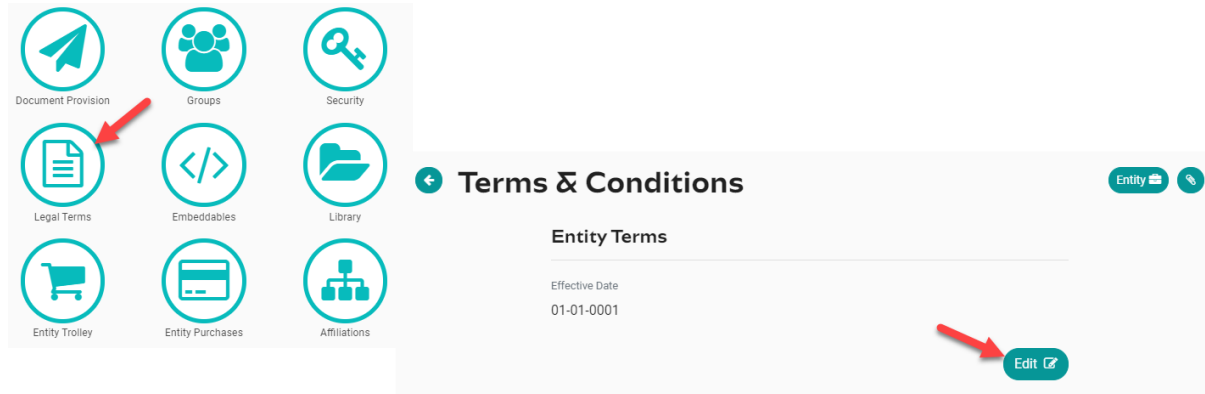
From your home screen, select **Entity Management**



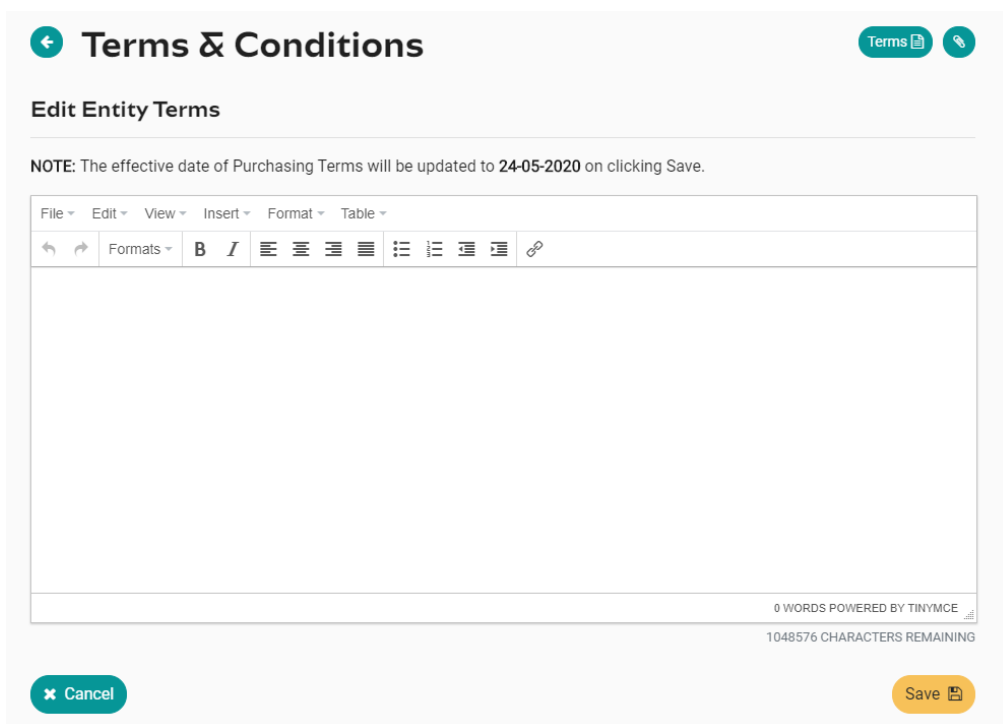
Enter your entity PIN and select **Confirm**, highlight/select your Club, and then select **Entity Home** from near the top right-hand side of the screen.



Select **Legal Terms** from the *Entity Home* and then select **Edit**.



Use the text box to include your Club's current season Terms and Conditions, then select **Save**.



Members will now be required to accept these T&C's upon purchasing a product from your Club.