# **Kilmore Tennis Club**

JJ Clancy Reserve, Kellys lane, Kilmore <a href="https://ktc@hotmail.com.au">ktc@hotmail.com.au</a>



## How to apply for Club membership

Go to the Kilmore Tennis Club (KTC) website https://play.tennis.com.au/KilmoreTennisClub

### **Step 1 - Register**

Select **Register** from the top right hand of the screen.

Take care to read the instructions on the page (as per the screen shot below) to ensure you choose the best method to create your account and to ensure you set up the initial account in the correct name.

## **Register with ClubSpark**

#### Please note

- You can create an account with email and password or use a social login
- Every time you sign in you will need to use the same method you selected to create your account
- You won't be able to change and use another method after your sign in is set up

#### Parents/guardians

- If you're purchasing on behalf of a family member please create an account with your OWN name
- You'll be asked to add member/player details (this could be child's details) after your account has been set up

Already have an account? Sign in

Input the information as requested (as per screen shot below)

#### Register with an email address and password...

Please complete all the information below:

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l ast name					
cust numb					
Email address					
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Confirm email o	address				
Mobile number					
We use this to sen	d booking de	etails and booking	remind	ers.	
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	54, 5		-		
Gender	Male 🔿	Female			
Postcode					
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Passwora					
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SIGN UP					

Register with your social account...

#### Step 2 – Sign in

Once registered you need to sign-in to your account using the **Sign in** option on the right-hand side at the top of the screen.

Follow the prompts to sign in.

### Step 3 – Go to the Membership page

Once signed in select **Membership** from the menu found across the top of the picture.

(KTC update 10/2021)

#### Step 4 – Select Membership type

Memberships can only be paid by Electronic Funds Transfer (EFT). The Club's account details are displayed at the top of this screen (refer screen shot below) and they are also displayed on the payment page.

# Membership

If you'd like to become a member of the Kilmore Tennis Club, it couldn't be easier.

## EFT Details Kilmore Tennis Club Inc. BSB - 633000 / Account No. - 155421647 Quote - Surname / Confirmation Email to - ktc@hotmail.com.au Congratulations! We look forward to seeing you around the club. 🙂

Scroll down the membership types to find the membership that you would like to join up to ie 2021-2022 Junior Club Membership (as shown below), and select **Join Now**.

1/07/2021 - 30/06/2022	Pay in full One off payment	\$80.00
Junior membership for competition tennis, includes ball fees and access to courts through 300k-A-Court.	JOIN NOW	

#### Step 5 – Purchaser details

This will take you to the section for the **Purchasers details**, this may or may not be different to the Member's details which is to be input in the next section. For example the purchaser may be the parent and the member their child.

Follow the prompts for the purchaser. Then select Continue to member details.

#### Step 6 – Member details

The next section requires the details for the Member. Input the member's details. Then select **Continue to payment details.** 

#### Step 7 – Payment details

The next section requires payment details. Select the payment type and input payments details as prompted.

Payment can only be made by EFT, so select that option. The Club's bank details are again displayed. Check payment details and then select **Continue to payment details** again.

### Step 8 – Confirm payment

You will then need to manually make the payment via your internet banking using the Club's account details as provided earlier. Once payment has been made send an email to <u>KTC@hotmail.com</u> detailing the member's name, type of membership and amount, to confirm that payment has been made.