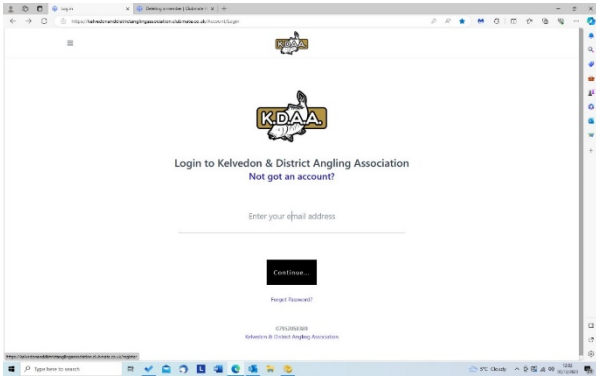


## Existing members renewing a membership

### Part one – Checking your profile with Clubmate

Click on the Join KDAA via Clubmate button

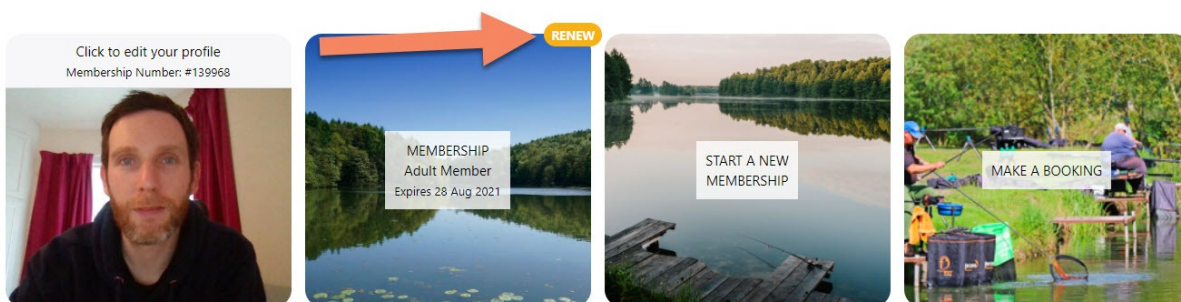
Please login using the email address that you used to register with Clubmate online last year (2024/25 season). If you have changed your email, please contact the Membership Secretary at [kelvedon.daa@gmail](mailto:kelvedon.daa@gmail) and provide your new email address. He will reset your email within Clubmate for you.



Please check your ID Profile details are correct and make any changes to your address etc. Remember to click on the Save button. Also remember to make the required changes to any linked profile.

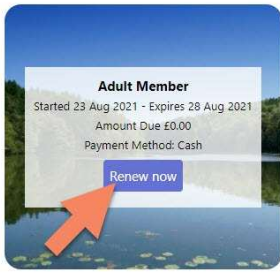
### Part 2 - Renewing or purchasing a different membership

Once the membership opens for the new season, when you log in on or after that date you will be able to renew your membership plan or purchase a different membership plan by viewing your member's Portal and clicking on 'Renew' on your current membership plan tile.

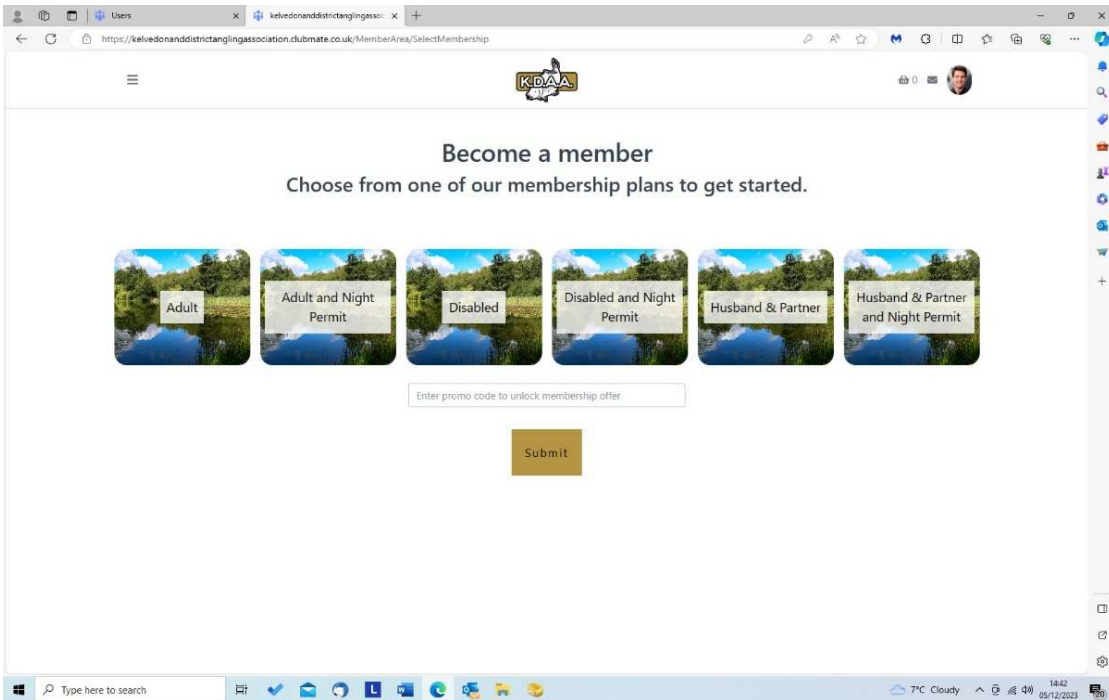


Your active membership plan will show. Click on the 'Renew' button

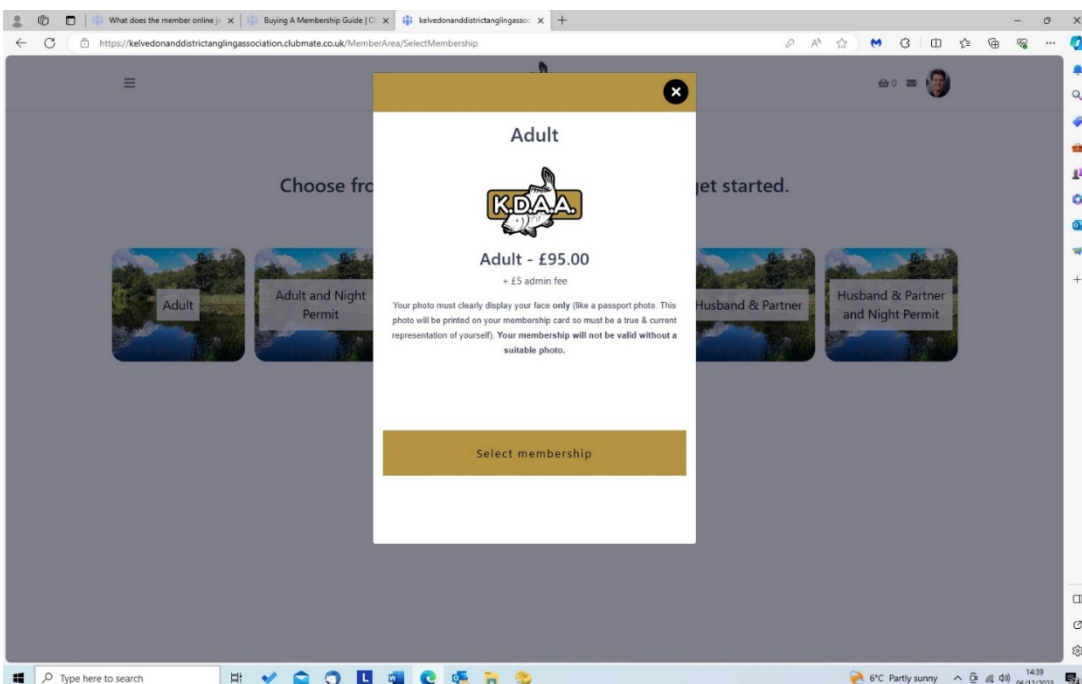
## Active Memberships



Click on the plan you wish to purchase. If you wish to purchase a Night Permit please choose a combined plan.



Read the Plan notes carefully. You may need to take action before purchasing the Plan.



Select Membership plan and update profile if requested – ‘Save and continue’ details.

The screenshot shows a web browser window with the URL <https://kelvedonanddistrictanglingassociation.clubmate.co.uk/MemberArea/DataCheck?NextUrl=%2FMemberArea%2FSelectMembership>. The page title is "Update your profile". The form contains the following fields:

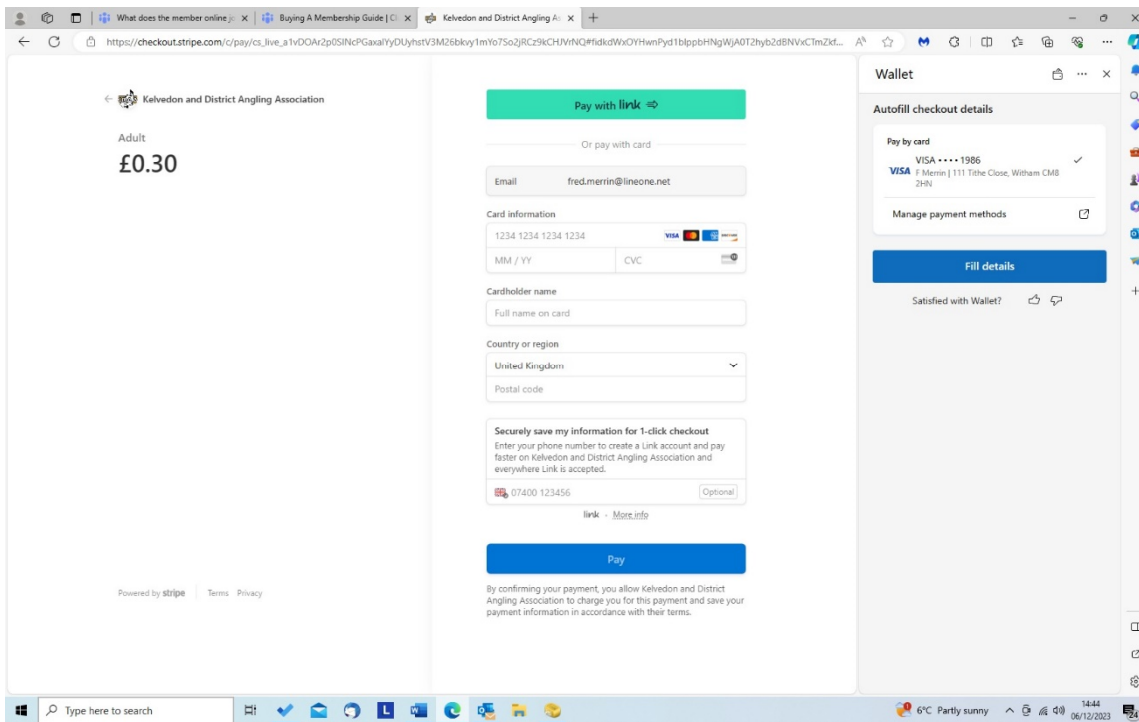
- Title: Mr
- Name: Fre [last name]
- Email: [email address]@lineone.net
- Gender: Male
- Date of birth: 1 January 2022
- Address 1: 11 [street name]
- Address 2: [empty]
- Town: Witham
- County: Essex
- Postcode: CM8 2 [empty]
- Mobile Number: 447952118619
- Home Tel Number: [empty]
- Emergency Contact Name: [empty]
- Emergency Contact Phone: [empty]

You will be presented with a payment confirmation screen

The screenshot shows a web browser window with the URL <https://kelvedonanddistrictanglingassociation.clubmate.co.uk/MemberArea/SelectMembership>. The page title is "You are signing up to Adult starting 06/12/2023". The main heading is "How would you like to pay your ongoing schedule?". Below this, it says "Your payment schedule" and shows a table with the following data:

Membership Fee	06 December 2023	£0.30
Pay by debit/credit card		
<a href="#">Pay now</a>		

Click Pay Now and a screen loads for you to add your Credit/Debit card details.



To log out - click on your profile photo top right

