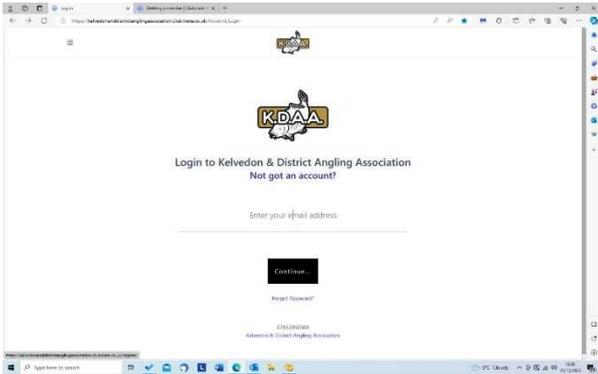


# Existing members renewing a membership

## 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.com) 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.

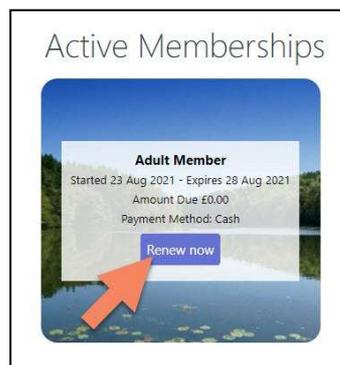
## Part 2 - Renewing or purchasing a different membership

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.

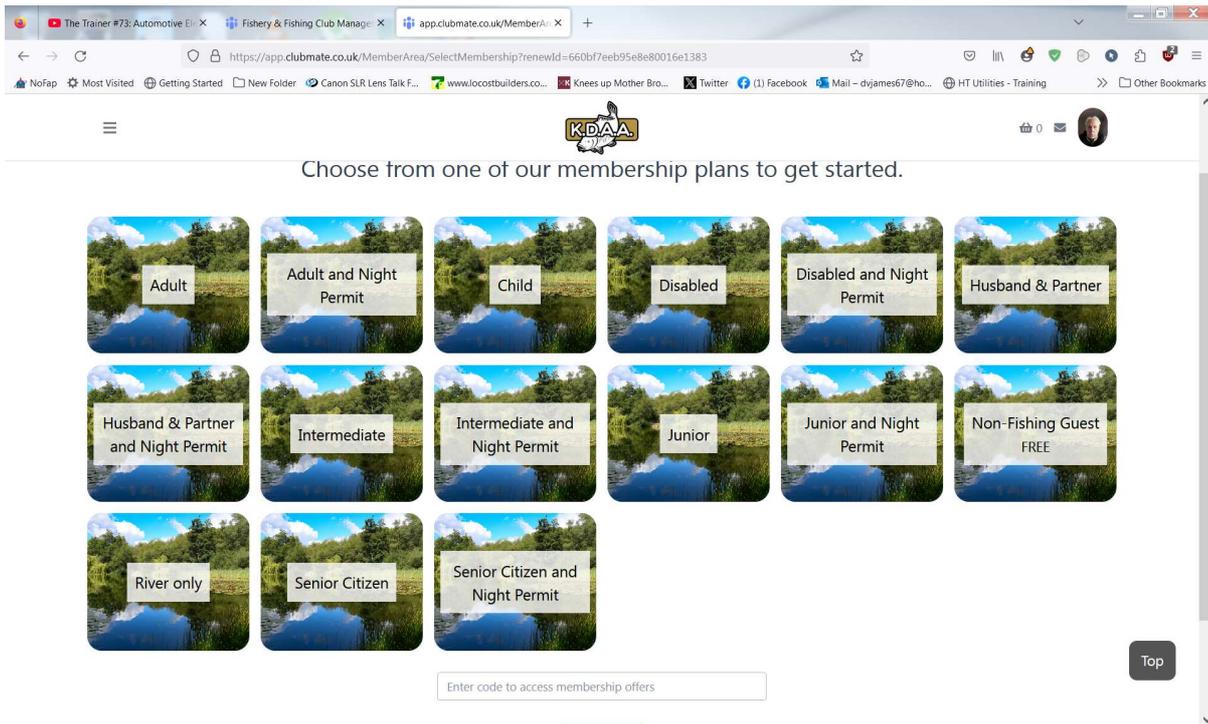


Your active membership plan will show.

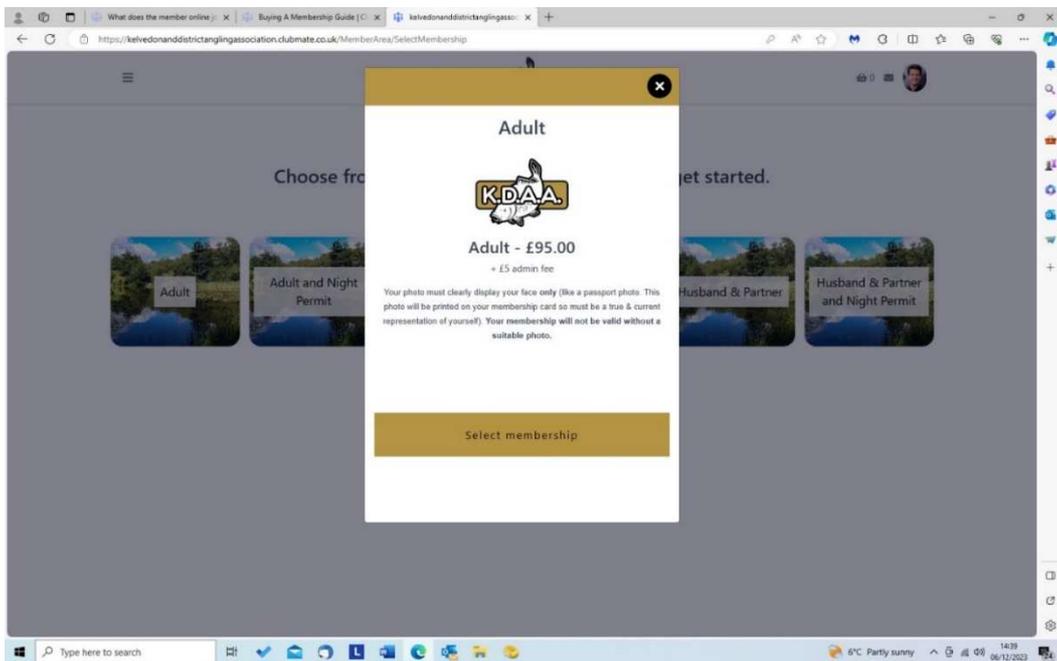
Click on the 'Renew now' button



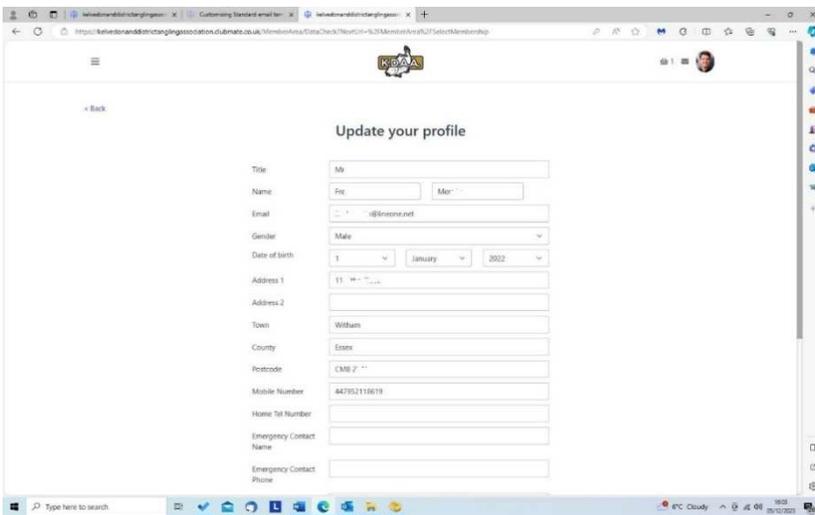
Click on the plan you wish to purchase. If you wish to purchase a Night Permit please choose a combined plan.



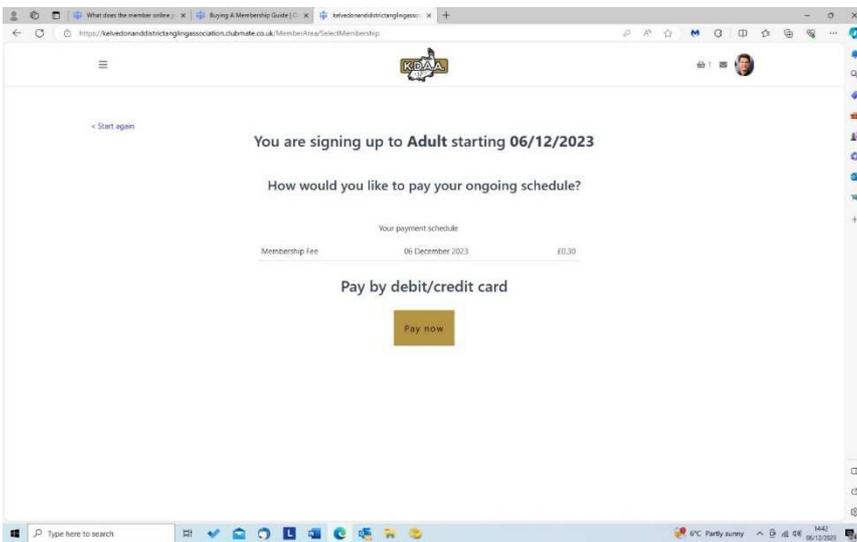
Read the Plan notes carefully. You may need to take action before purchasing the Plan.



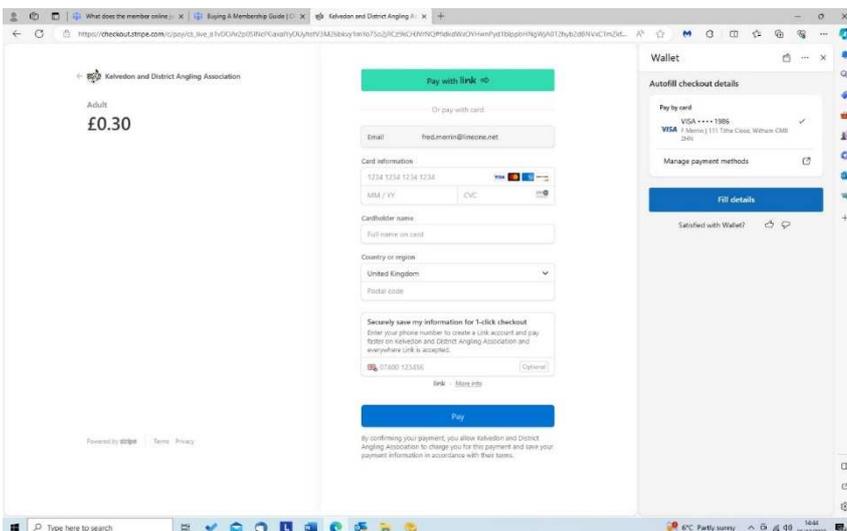
Select Membership plan and update profile if requested – ‘Save and continue’ details.



You will be presented with a payment confirmation screen



Click Pay Now and a screen loads for you to add your Credit/Debit card details. As we are now using Clubmate Pay any previously saved credit card details will have to be entered and resave.



Save your Credit Card details

**To log out** - click on your profile photo top right

