## Web Collect - Membership Application Guidance Notes, BOSMBSC

- 1. Visit www.webcollect.org.uk & search for BOSMBSC in Find my club.
- 2. Sign up (top right) and create a Web Collect password.
- 3. In My Profile or My family complete your <u>Details</u>, then <u>save</u> (note 'Date of Birth' is not a requirement).
- 4. In My family, add any other family <u>Members</u> if applying as a family, and complete <u>Membership Forms</u> for each member, including children under 18. This will only ever need to be done once apart from updating with changes.
- 5. In My subscriptions, click Browse subscriptions. 5 tabs will be displayed.
- 6. Read all the notes, then select the required products from <u>each</u> tab by adding to the basket. N.B. A fob (recommended) gives access to compound & pontoons, a key for 'Stopgap'/garage.
- 7. Click on view basket and proceed to checkout. Ensure any Forms presented are completed.
- 8. Please pay promptly using Direct Debit, bank transfer, cheque or cash.

## General Notes

- Clicking on Burnham-on-Sea Motor Boat and Sailing Club at the top of many pages will take you to the Club's Home Page.
- Clicking on 'My home' (top right) will take you to your own Home Page.
- Clicking on <u>www.burnhamonseamotorboatandsailingclub.co.uk</u> will take you to the Club's website.
- The Web Collect site can be used for the planning and booking of Events at the Club both Social and Organisational, so keep an eye open for this, and remember your password!
- Any issues, contact the Membership Secretary, Cheryl McMurray 07900 281188