



MEMBERSHIP ACTIVATION &
PAYMENT OVERVIEW

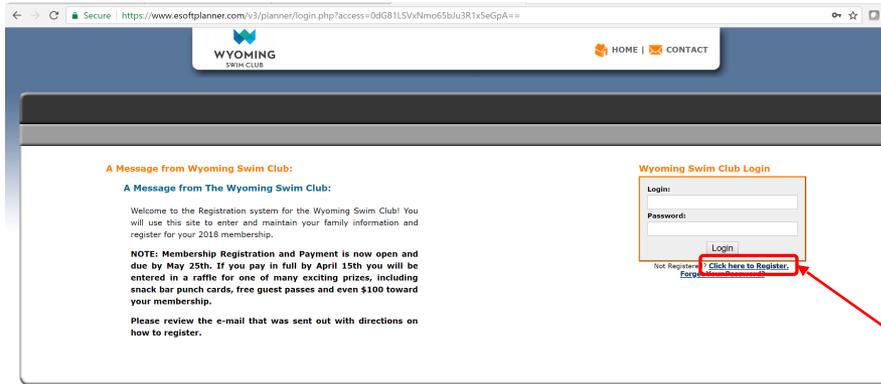


Step 1: Go to Registration Website

2 Options:

1. Go to www.WyomingSwimClub.com
 - Click on Membership
 - Click on “Sign Up Here”
2. Go directly to membership system using below link
 - [Wyoming Swim Club - eSoft](#)

Step 2: Register



- eSoft Planner is the membership management software that the Wyoming Swim Club has chosen to streamline member registration & payment
- First time users will need to start by clicking the “Click here to register” text



Step 3a: Complete Basic Registration Info

Login Information

Both must be at least 6 characters long. We recommend including numbers and uppercase letters as well.

*Desired Login 6-15 Characters

*Password

*Confirm Password

Profile Information

*Email

*First Name *Last Name

Organization/Team:

*Address

*City *State

*Zip *Primary Phone

Work Phone Secondary Phone

Fax

Secondary Email

*Birthdate Jan 01 2018 Gender

*How Did You Find Us? Please Select

Email Reminders (You will only receive email reminders for your scheduled events)

Parent/Guardian:
(If you are under 18 years old please enter you parent/guardian's name)

- Create login and set password
- Provide Key/Primary contact information (fields with an Asterix are required)
 - Additional Family Members will be added later
- Note: WSC is not yet using this software for event scheduling. You may leave this box unchecked
- Note: You may leave Parent/Guardian field blank.
 - You will add children in a subsequent step



WYOMING SWIM CLUB

Step 3b: Acknowledge Waivers

Registration Waiver

[Click here to view Registration Waiver](#)

* I have read and agree to the Registration Waiver

Marketing Waiver

[Click here to view Marketing Waiver](#)

Yes, I give permission to this facility to use my child's photo for marketing purposes.

No, I don't give permission to this facility to use my child's photo for marketing purposes.

Register

- Confirm and agree to the registration waiver
- Wyoming Swim club does not have a formal marketing waiver, rather select if photos can be used for marketing purposes (*i.e. Website, Facebook posts, Wyoming Living, etc.*)
- Click Register
- Upon completion of registration you will be asked to log in using your new credentials
- You will also be sent an email with your account and password information

Step 4: Confirm Information

Profile Information

*First Name *Last Name

Organization/Team:

*Address:

*City *State

*Zip *Primary Phone

Work Phone Secondary Phone

Fax

*Email

Secondary Email

Birthdate Gender

Email Reminders Select if and when you would like to receive email reminders for your scheduled events.
 6:00 am - day of event | 6:00 pm - day before event | Both

Select if and when you would like to receive text reminders for your scheduled events.
Text Reminders 6:00 am - day of event | 6:00 pm - day before event | Both
Phone Number Mobile Carrier

Promotional Emails (Check if you want to receive promotional emails from Wyoming Swim Club)

Parent/Guardian:
(If you are under 18 years old please enter your parent/guardian's name)

Barcode: N/A

- Confirm Profile Information
- You may ignore both the email and text reminder selections.
 - WSC is not yet using this functionality
- Opt in for Promotional reminders
 - You will have the option later to decide which emails you receive
- Click Continue

Continue

Step 5: Select Interests



My Interests

To select your interests:

- Check the boxes that indicate your areas of interest
- Click the Update button at the bottom of the page

***Note:** Please check back periodically to update your areas of interest. We are continually seeking opportunities to better serve our clients. Your feedback will help us to better understand what services we should add, drop or improve upon.

| Select Your Interests | | |
|-----------------------|---|-------------------------------------|
| Name | Description | I'm Interested |
| Communications | General club communications and updates | <input checked="" type="checkbox"/> |
| Dive Team | Dive Team Communications & Update | <input checked="" type="checkbox"/> |
| Social Events | WSC Board Sanctioned Special Events | <input checked="" type="checkbox"/> |
| Swim Team | Swim Team Communications & Update | <input checked="" type="checkbox"/> |

Continue

- Select which email communications you are interested in receiving
 - Selections will support various WSC email distribution lists
- Click Continue



Step 6: Add Family Members

Primary Account Holder

The Primary Account Holder is already set up and should not be added as a family member.

First Name: Becca
Last Name: Barry

Add Family Member

*First Name:

*Last Name:

*Birthdate:

*Gender:

Family Members Already Added

| Name | Birthdate |
|-------------------------|-----------|
| No Family Members Found | |

Add Family Member No Family Members

- Add additional family members as needed.
- Select “Add Family Member” after each addition
- Birthdays are required to facilitate front desk check in for children over the age of 12.
- Only family members living at the same residence are eligible for inclusion.



Step 7: Select Membership Type

| Swim Memberships Available for Enrollment | | | | | |
|---|----------------|-------------|-------------|-------------------------|-------------------------|
| Empty Nester | | | | | |
| Membership Name | Annual Price | Late Season | Late Fee | | |
| Empty Nester Mar 1, 2021 - Sep 15, 2021 | Full: \$xxx.xx | No Discount | No Late Fee | Details | Sign Up |
| Returning Members | | | | | |
| Membership Name | Annual Price | Late Season | Late Fee | | |
| Family Aug 1, 2020 - Sep 15, 2021 | Full: \$xxx.xx | No Discount | No Late Fee | Details | Sign Up |
| Senior - Couple Mar 1, 2021 - Sep 15, 2021 | Full: \$xxx.xx | No Discount | No Late Fee | Details | Sign Up |
| Senior - Individual Mar 1, 2021 - Sep 15, 2021 | Full: \$xxx.xx | No Discount | No Late Fee | Details | Sign Up |

Select Applicable Membership Type

- Senior Memberships apply to members over the age of 60 only
- Empty Nester Memberships are for returning members, whose youngest child is 18 years of age or older, and who do not yet qualify for the Senior rates.
 - *Note: This membership level does not allow for an associate memberships to be added.*
- Additional descriptions for each membership type are available by clicking the corresponding “Details” buttons

Step 8: Finalize Enrollment



| Membership Information - Step 1 | |
|--|--|
| Membership Name: | Family |
| Details: | <p>Family Memberships are for Wyoming Swim Club Families and children under the age of 21. You get full use of the facility and can take advantage of all the club has to offer...great aquatic programming for all ages, competitive swim & dive team, social activities for adults, kids and families at our facility.</p> <p>Child Care Providers (Formerly referred to as Associate Members) can be added for a fee of \$100. This option can also be used to add family members over the age of 21.</p> |
| Membership Dates: | Mar 15, - Sep 15, 2018 |
| Membership For: Max 10 people | Unselect any family members to not be included. Becca Barry ▾ Felix Barry ▾ Mike Barry ▾ Olive Barry ▾ |
| Select Payment Options | |
| Annual Dues: | Full Payment - \$XXX.XX ▾ <small>If you select monthly payments, payments will start on March 30. You will be charged every month for 2 months.</small> |
| Additional Options | |
| Child Care Pass: | No ▾ |
| Individual Guest Passes: | <input type="text"/> at \$5.00 per pass. |
| Totals | |
| One Time Charge: | \$XXX.XX |
| Monthly Charge: | \$XXX.XX |
| Sales Tax: | \$XXX.XX |
| <input type="button" value="Continue to Payment"/> | |

- Dues can be paid multiple ways
 - “In Full” on a single credit card payment
 - By mailing a check. (will be selected on next screen)
- Child Care Passes (Associate Memberships) can be added here for \$100
- Guest passes may also be pre purchased if interested
 - *Note: Guest passes have been postponed due to Covid.*

Step 9: Process Payment



Payment Information - Step 2

First Name on Card:

Last Name on Card:

Billing Address:

Billing City:

Billing State:

Billing Zip Code:

Email Address:

One Time Charge:
(Includes Sales Tax) \$XXX.XX
(Includes Convenience Fee)

Pay using Credit or Debit Card

Credit Card Type:

Credit Card Number:

Credit Card CVV2: (security code on back of credit card)

Expiration Date:

Send in Check

Thank you for completing your online registration. In order to activate your membership, please mail your check (payable to Wyoming Swim Club) to The Wyoming Swim Club, PO Box 15293, Wyoming, OH 45215.

See you at the pool!

I would like to send in a check for my payment.

Check must be postmarked by: May 15

[View Membership Agreement](#)

* I agree to the Membership Agreement

- Complete Credit Card information if paying electronically
 - Upon Completion of this page a payment confirmation will be emailed to your account
- If paying by check, select here
 - If check option is selected, you will be sent an email with payment instructions
- Acknowledge Pool Rules & Regulations (Membership Agreement)
- Click Purchase Now

Step 10: Confirmation



My Memberships

This is a listing of your membership(s). You can view the payment details of the membership by clicking on the Details button.

Membership purchased successfully

| Swim Memberships Purchased/Enrolled | | | | | |
|-------------------------------------|----------|---|-----------------------|---------------------|-------------------------|
| Bond Payment History | | | | | |
| Title | Member # | Family Member | Membership Start Date | Membership End Date | Account |
| Sustaining Membership | 10345642 | Becca Barry Felix Barry Mike Barry Olive Barry | Mar 15, 2018 | Sep 15, 2018 | Details |

- Upon successful completion you will receive a message showing your enrollment in the club.
- If you are paying by check, your account will display in a suspended status.
 - Upon receipt of payment, you will receive an email confirmation and your account will be updated to active