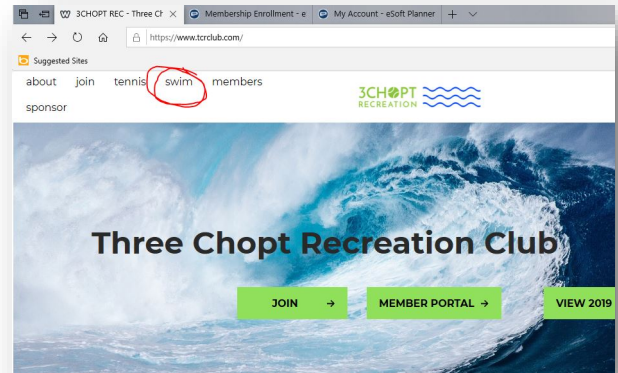


THREE CHOPT RECREATION CLUB

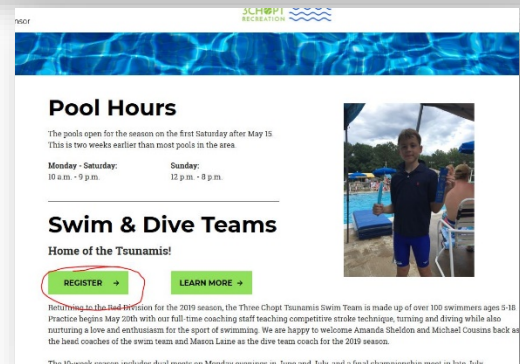
SWIM & DIVE REGISTRATION INSTRUCTIONS

Swim & Dive registration is now open on the TCRC Member Portal. Please follow the instructions below to register for the season.

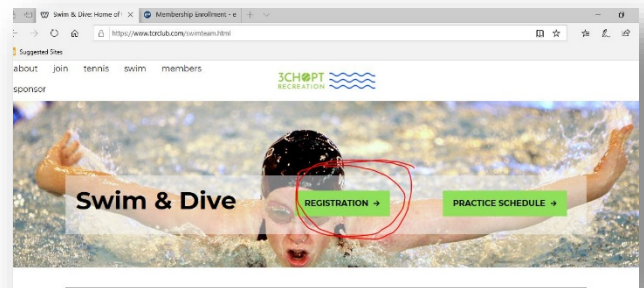
1. Go to the main club website www.tcrcclub.com, then click the swim link at the top.



2. Once you are at the swim page, click register



3. This takes you to the swim team page. The swim team page gives the member the details of swim schedule and prices and lots of valuable info related to the swim and dive teams. Once there you click on the registration link which takes the member straight to the home login page of the member portal.



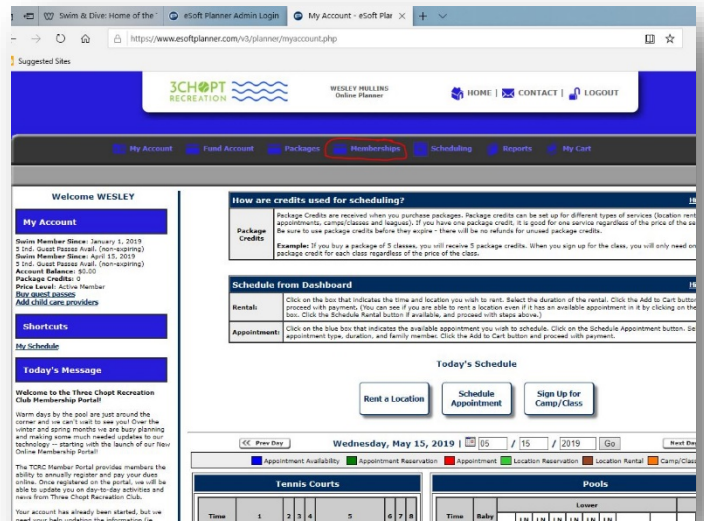
4. The member will need the login and password to login to the member portal page. You can skip steps 1-3 by going directly to the Member Portal. The link can be found in the footer of our website.

Here is the portal link if you would like to copy/paste it you're your browser:



<https://www.esoftplanner.com/v3/planner/login.php?access=0dG81LSVxNmo65a9xWR1r56log==>

5. After the member has logged, they will be at the home page of the portal. They would then click on the membership button in the center of the menu bar.



6. Once here you do have to scroll down to see the swim and dive memberships and all the various choices.

| Membership Name | Initiation Fee | Annual Price | Early Bird | Late Fee | | |
|---|----------------|----------------|-----------------------------------|---|---------|---------|
| 1 Child - Swim Team ONLY Apr 15, 2019 - Jul 24, 2019 | None | Full: \$100.00 | Before May 19 \$5.00 Discount | After Jun 10, 2019 \$10.00 late fee | Details | Sign Up |
| 1 Child - Dive Team ONLY Apr 15, 2019 - Jul 24, 2019 | None | Full: \$100.00 | Before May 19 \$5.00 Discount | After Jun 10, 2019 \$10.00 late fee | Details | Sign Up |
| 1 Child - Swim & Dive COMBO Apr 15, 2019 - Jul 24, 2019 | None | Full: \$125.00 | Before May 19 \$5.00 Discount | After Jun 10, 2019 \$10.00 late fee | Details | Sign Up |
| 2 Children - Swim Team ONLY Apr 15, 2019 - Jul 24, 2019 | None | Full: \$190.00 | Before May 19 \$10.00 Discount | After Jun 10, 2019 \$20.00 late fee | Details | Sign Up |
| 2 Children - Dive Team ONLY Apr 15, 2019 - Jul 24, 2019 | None | Full: \$190.00 | Before May 19 \$10.00 Discount | After Jun 10, 2019 \$20.00 late fee | Details | Sign Up |
| 2 Children - Swim & Dive COMBO Apr 15, 2019 - Jul 24, 2019 | None | Full: \$240.00 | Before May 19 \$10.00 Discount | After Nov 30, *0001 \$20.00 late fee | Details | Sign Up |
| 3 Children - Swim Team ONLY Apr 15, 2019 - Jul 24, 2019 | None | Full: \$270.00 | Before May 19 \$15.00 Discount | After Jun 10, 2019 \$30.00 late fee | Details | Sign Up |
| 3 Children - Dive Team ONLY Apr 15, 2019 - Jul 24, 2019 | None | Full: \$270.00 | Before May 19 \$15.00 Discount | After Jun 10, 2019 \$30.00 late fee | Details | Sign Up |
| 3 Children - Swim & Dive COMBO Apr 15, 2019 - Jul 24, 2019 | None | Full: \$345.00 | Before May 19 \$15.00 Discount | After Jun 10, 2019 \$30.00 late fee | Details | Sign Up |
| 4 Children - Dive Team ONLY Apr 15, 2019 - Jul 24, 2019 | None | Full: \$350.00 | Before May 19 \$20.00 Discount | After Jun 10, 2019 \$40.00 late fee | Details | Sign Up |
| 4 Children - Swim Team ONLY Apr 15, 2019 - Jul 24, 2019 | None | Full: \$350.00 | Before May 19 \$20.00 Discount | After Jun 10, 2019 \$40.00 late fee | Details | Sign Up |
| 4 Children - Swim & Dive COMBO Apr 15, 2019 - Jul 24, 2019 | None | Full: \$450.00 | Before May 19 \$20.00 Discount | After Jun 10, 2019 \$40.00 late fee | Details | Sign Up |
| NON-MEMBER DIVE ONLY - 1 CHLD May 20, 2019 - Jul 24, 2019 | Full: \$100.00 | Full: \$100.00 | No Discount | After Jun 10, 2019 \$10.00 late fee | Details | Sign Up |

7. It should be easy from here... pick the appropriate membership and you are then taken to the enrollment page to select the family members that are participating.

8. Now at the payment info page where you can put in the credit card info or select pay by check and then agree to the swim/dive membership details and then finish the purchase.

Swim Membership Enrollment

Choose the specifics of the membership you are creating for the client.
* indicates a required field.

Important - One time fees will be charged immediately.

Membership Information - Step 1

Membership Name: 3 Children - Swim Team ONLY
MUST PAY ANNUAL MEMBERSHIP DUES PRIOR TO REGISTERING YOUR CHILD(REN) FOR SWIM TEAM
AGES 5-18

Details: Three Swimmers in the same family

Membership Dates: Apr 15, 2019 - Jul 24, 2019
Membership For: Max 3 people
Unselect any family members to not be included.
JANE MULLINS
MOLLY MULLINS
REBECCA MULLINS

Select Payment Options

Annual Dues: Full Payment - \$255.00

Additional Options

Totals

One Time Charge: \$255.00
Convenience Fee: \$5.38 (only if cc is to be used for payment)

Monthly Charge: \$0.00
Convenience Fee: \$0.00 (only if cc is to be used for payment)

Continue to Payment

9. An email confirmation is then sent with the swim and dive membership details...