

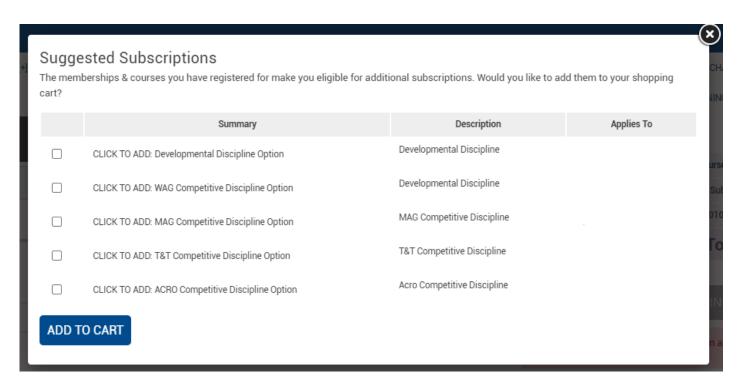
ANNUAL CLUB RENEWAL HOW TO REGISTER FOR AN ANNUAL CLUB MEMBERSHIP

To create your club account on Uplifter and register for one of the club membership categories, follow the steps below:

- 1. <u>Click Here</u> to go to Uplifter or copy and paste this URL <u>https://abgym.uplifterinc.com/pages/Annual-AGF-Club-Renewal/?sort=start_date</u>
- 2. Create your club's account. Select First Time Registering, enter all the required information, Click on

CREATE ACCOUNT

- 3. Navigate to the AGF Club Registration tab on the top navigation menu.
- 4. Click on 2023-2024 Annual General Club Membership (This membership includes the GFA discipline)
- 5. Select REGISTER
- 6. Select the applicable discipline options your club will be using for the 2023-2024 season. (If you are GFA ONLY click on the X on the pop-up screen to close.)



7. The next screen will show you the membership you selected as well as any Additional information required.

- 8. Fill out everything in the **Additional Information** area. The information below is required and you will not be able to continue with the purchase of club renewal if it is not completed:
- Legal Club Name
- Club Name
- Physical Club Address
- City/Town
- Postal Code
- Club Email
- Main Club Contact
- Main Club Contact Phone Number
- Main Club Contact Email
- 1. Name of President/Owner
- 1. Email of President/Owner
- 1. Phone number of President/Owner
- Incorporation

- Club Set-Up
- Facility
- What is the square footage of the facility?
- Do you offer Active Start programs?
- Do you offer Adult Gymnastics?
- Do you offer CanGym program?
- Do you offer CANJUMP program?
- Do you offer Parkour program?
- Do you offer Camps?
- Do you offer Special Needs?
- Do you offer Birthday Parties?
- Do you offer Drop-in?
- 9. **In the Billing Information**. Read and accept the terms for each of the attached **Policies**.
- 10. Select 3. Payment Information
- 11. Choose a payment option: "Pay by Cheque", Pay by E-transfer", "Pay by credit card"
- 12. An "Invoice" receipt will confirm the registration. The invoice will also be posted to the club's account. To view the invoice status, navigate to My Account by clicking on your name on the top right.

Late payments will be assessed the following penalties:

• August 16, 2023 – Automatic 5% Late Fee

August 31, 2023 - Cancellation of Membership

The Membership & Finance Manager will review the renewal application and approve the club's membership once all requirements are met.