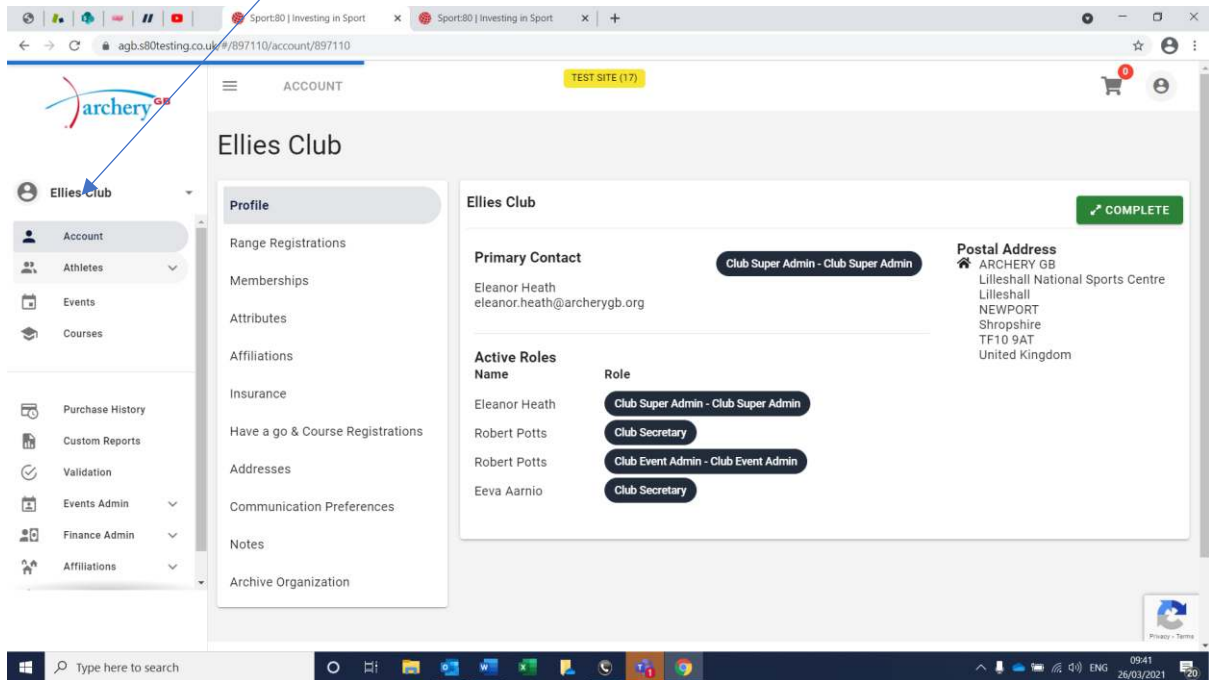


## Club Secretaries guide to renewing

Login to Sport80 here: <https://agb.sport80.com/>

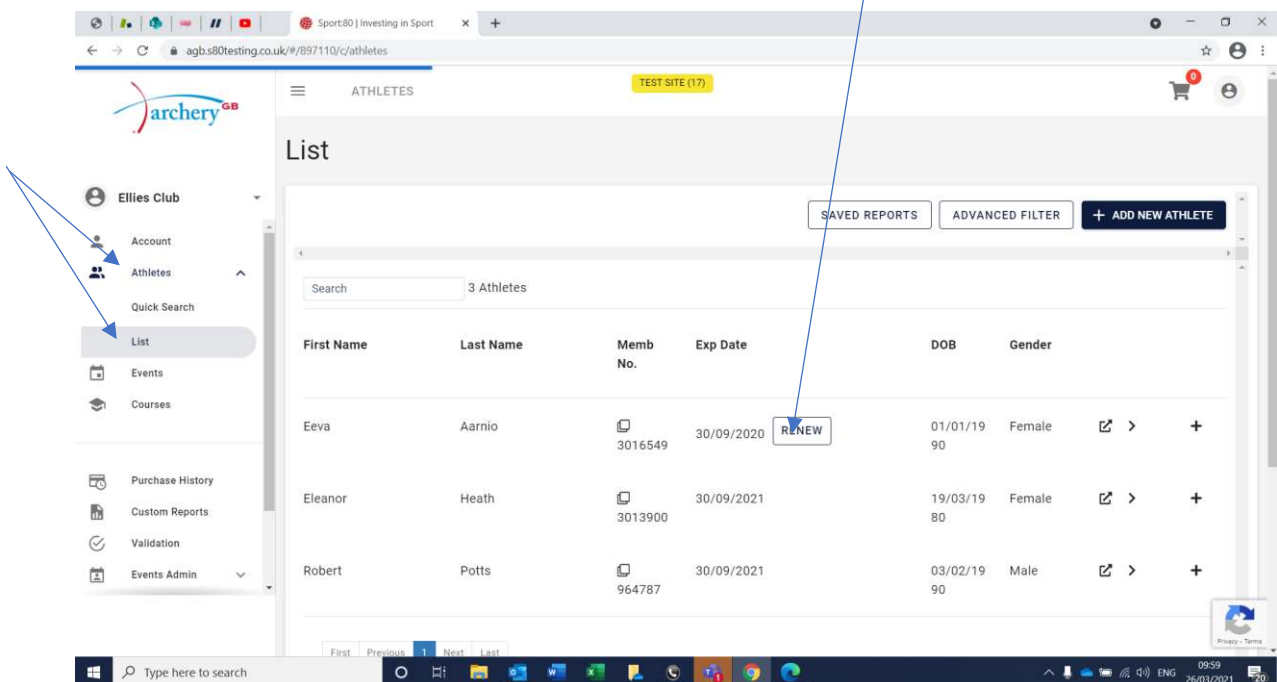
Click forgotten password if you don't know this. Or email [membership@archerygb.org](mailto:membership@archerygb.org) if you can't login

Switch into your club:



The screenshot shows the 'Ellies Club' account page in the Sport80 system. The left sidebar contains navigation options: Account, Athletes, Events, Courses, Purchase History, Custom Reports, Validation, Events Admin, Finance Admin, and Affiliations. The main content area is titled 'Ellies Club' and includes a 'Profile' section with various management options like Range Registrations, Memberships, and Affiliations. The 'Primary Contact' section lists Eleanor Heath as the Club Super Admin. The 'Active Roles' section shows Eleanor Heath as Club Super Admin, Robert Potts as Club Secretary and Club Event Admin, and Eva Aarnio as Club Secretary. The 'Postal Address' section shows the club's location at Lilleshall National Sports Centre. A 'COMPLETE' button is located in the top right corner of the main content area.

Click on **Athletes** and **List**, then **Renew** next to the person you are renewing



The screenshot shows the 'Athletes List' page in the Sport80 system. The left sidebar contains navigation options: Account, Athletes, Quick Search, List, Events, and Courses. The main content area is titled 'List' and includes a search bar and a table of athletes. The table has columns for First Name, Last Name, Memb No., Exp Date, DOB, and Gender. A 'RENEW' button is highlighted next to the 'Exp Date' for Eva Aarnio. The table also includes icons for editing and deleting records.

First Name	Last Name	Memb No.	Exp Date	DOB	Gender
Eva	Aarnio	3016549	30/09/2020	01/01/1990	Female
Eleanor	Heath	3013900	30/09/2021	19/03/1980	Female
Robert	Potts	964787	30/09/2021	03/02/1990	Male

Select the correct **County** and **Membership type**

**Eva Aarnio - Membership** TEST SITE (17)

Membership Details

Club Info

Individual

AGM Communications

Location Details

Contact Details

Email Communications

Current Membership Details

Status: **LAPSED**

Membership Number: 3016549

Membership Type: Senior Under 25 Club - Membership

County: SAA Northern Area

First Joined: 28/09/2018

Valid From: 28/09/2018

Exp Date: 30/09/2020

Membership Renewal Details

Please Note: Any additions/edits you make in this section of the form will only take effect once you've completed the form and checked out if payment is required. The available membership types may have been filtered to only show those available based on age and or county where applicable. **Select to see details and price.**

County \* SAA Northern Area x

Membership Type \* Renewing Senior Club x

Cost: £47.00

Renewal Period: 12 months

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**NEXT**

Click the **Next** buttons to confirm their details

Then **Add** and **Check out**

If you need any further support please email [membership@archerygb.org](mailto:membership@archerygb.org)