
SLSC Membership Renewal Quick Guide - 2021

If you have any **boat changes** to your account that our Flag Lieutenant of Grounds is not aware of, please send an email with your changes to [James Symon \(grounds@sailsaratoga.org\)](mailto:grounds@sailsaratoga.org) **prior** to your renewal. Board approval is required for any boat changes going forward.

This renewal process will **begin with an email link** that our Membership Chair Ann Seidman will send to all members on March 1st, 2021. Only the primary member needs to renew for your family.

- 1** Log into your account (see <https://sailsaratoga.org/guides> for more information) after you click on the renewal link that was emailed to you and begin your renewal (dropdown arrow first, then **RENEW** button).
- 2** Review your boats and Add ons. You are NOT allowed to change your boats or winter storage if those are associated with your account. If you see any issues with your Add ons, stop here and contact [James Symon](#) on Grounds.
- 3** Review your member details, address, and additional information. In particular, **EDIT** your Additional Information, add any notes and select your preferences.
- 4** If you would like to make a donation to the Foundation or to the Club, please enter your donation amount and select which account you would like to direct it to.
- 5** Edit and select your **payment method**. There is **no cost to the member** for any option; however, an online bank transfer is the most cost effective for the club. Review the Payment Methods and Security Information document for further details, found on our website <https://sailsaratoga.org/guides>. Pay or Send Invoice.
- 6** You have successfully renewed. **PLEASE PRINT** that renewal page (or save as a PDF). The bank transfer or credit card billing will not occur until March 31st. You will receive an emailed receipt on that date showing the automatic payment. Donations will be processed immediately if you paid online. Offline payment is handled by the member. Please **IGNORE** the first invoice that is sent to your email address. **INSTEAD**, print and mail the payment page to Jeff Robinson, our Treasurer, with your check.

For Offline payments, please make checks payable to **Saratoga Lake Sailing Club**

Send to:

Jeff Robinson, Treasurer
5 Tomaselli Ct
Ballston Spa, NY 12020