




PremierClub

# Renewing Membership for the 2020-21 season: Using TT Membership System

July 2020

powered by sport:80 

# Thank you!

We are pleased that you are considering renewing your PremierClub membership with Table Tennis England for the upcoming season, and appreciate your on-going support.

Please note, in order to complete the following steps, you will need to be the Administrator for your Club.

If you do not have a Club Administrator, or if you are unsure who your Club Administrator is, please contact [help@tabletennisengland.co.uk](mailto:help@tabletennisengland.co.uk).

Many Thanks,

Clubs, Leagues & Schools Team



## Before you start...

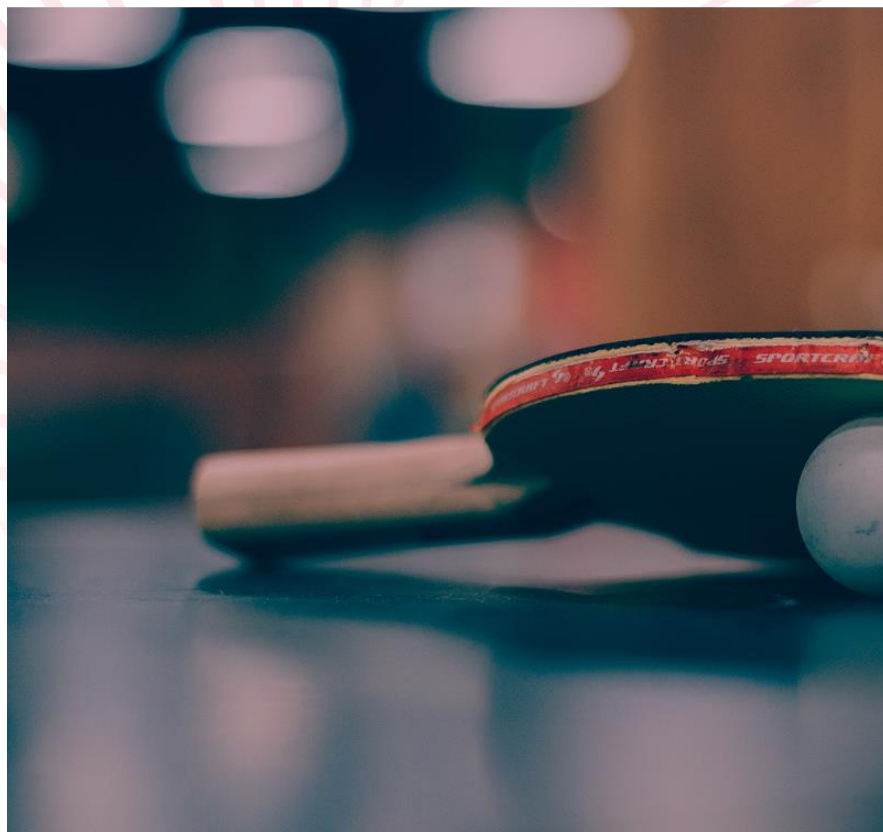
Before you get started, please note that you will require the following information about your club to hand in order to complete the renewal;

- Your Club constitution

And to know the name, email address and gender of those holding the following roles;

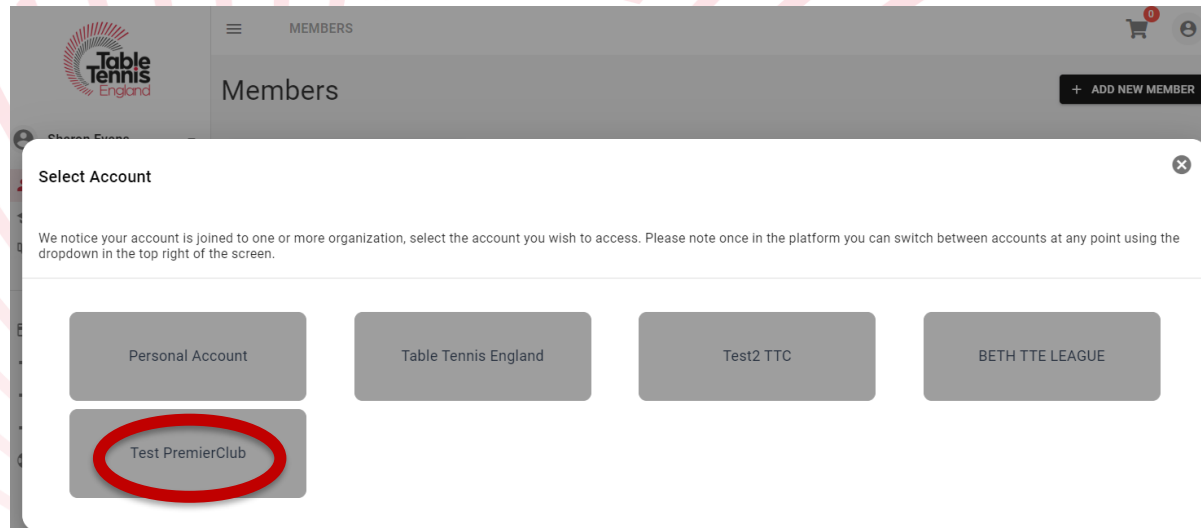
- Club Chair
- Treasurer
- Secretary
- Welfare Officer Coach
- Licenced Coach

**Step 1: Visit <https://tabletennisengland.sport80.com/login> and login to your Table Tennis England membership profile**

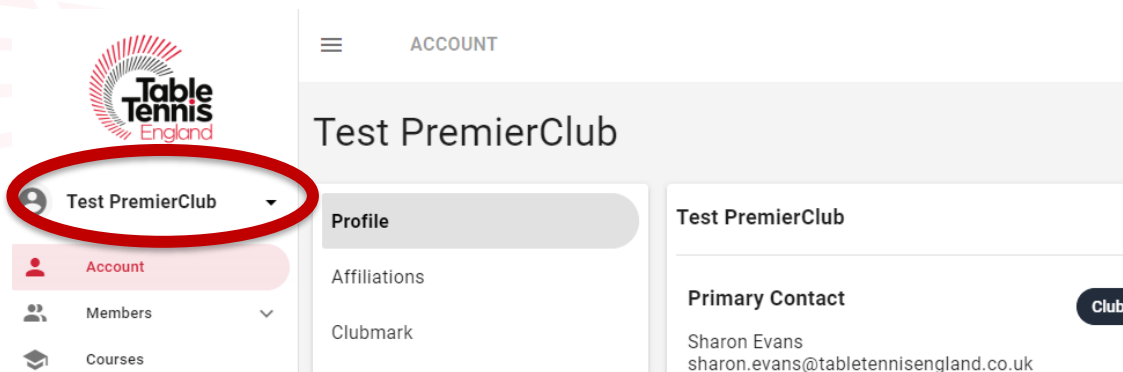


The screenshot shows the login interface for Table Tennis England. At the top is the logo. Below it are two input fields: the first contains the email address "sharon.evans@tabletennisengland.co.uk" and the second contains a masked password ".....". There is a "Remember me" checkbox below the password field. A black "LOGIN" button is positioned below the inputs. Below the button are links for "Forgot password?", "Don't have an account?" (with a "SIGN UP" button), "Recover Account From Previous System?", and "Preview Upcoming Events". At the bottom, there is a "Support" link with a globe icon, and a footer that reads "POWERED BY SPORT:80" with a globe icon and "© 2020 Sport:80. All rights reserved."

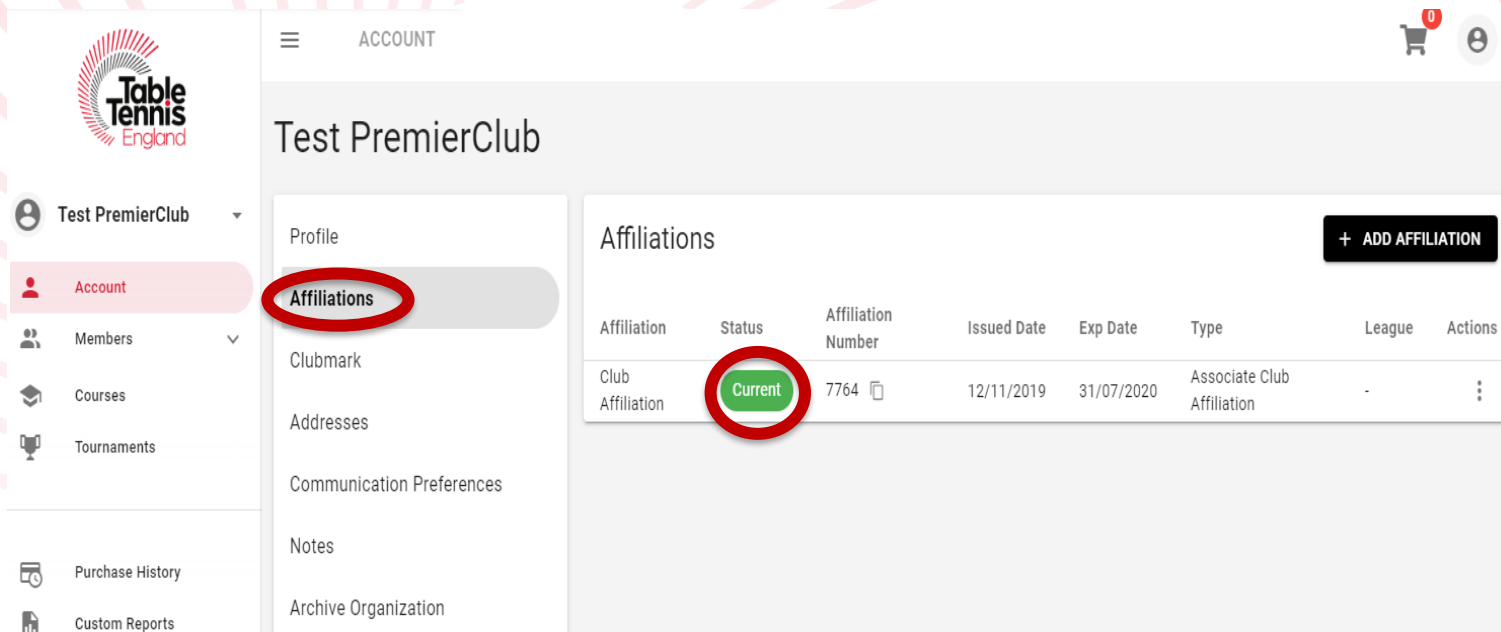
## Step 2: Select your Club account





Tip: If you are already logged in, you can switch from your personal account to your club account in the top left corner of your screen



**Step 3: Click the 'Affiliations' tab on the left of the screen followed by the Status button which will either be 'current', 'renew' or 'lapsed'**



The screenshot shows the 'ACCOUNT' page for 'Test PremierClub'. The left sidebar contains a navigation menu with 'Account' selected. The 'Affiliations' tab is highlighted in the main content area. A table lists the user's affiliations, with the 'Current' status button circled in red.

Affiliation	Status	Affiliation Number	Issued Date	Exp Date	Type	League	Actions
Club Affiliation	Current	7764 	12/11/2019	31/07/2020	Associate Club Affiliation	-	

## Step 4: Press 'Next' to work through the pages.



### Test Associate Club - Club Affiliation



- Welcome Message
- Affiliation Details
- League Info
- Club Information
- Club Postal Address
- Club Venue Address
- Club Finder
- Supporting Documents
- Club Sessions

Welcome Message

This item requires approval from a member of the Table Tennis England team before it is added to your Club profile. Upon conclusion of our checks, if successful the status of this item will change to Complete. In cases where the application is unsuccessful (displaying an 'incomplete' status) you will receive notification of where further information is required



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NEXT

CHANGE TYPE

SAVE

RENEW

**Step 5:** ‘Supporting Documents’ section, you will be required to upload your Club Constitution and agree to adopt Table Tennis England’s Safeguarding Policy and Equality Policy. This will not be required in future years, unless your club has made changes to its Constitution.

**Step 6:** Once all 9 pages have been completed select ‘Renew’ to make payment. You will notice that the ‘next’ button is removed when there are no further steps to complete.

Test PremierClub - Club Affiliation

- Welcome Message
- Affiliation Details
- League Info
- Club Information
- Club Postal Address
- Club Venue Address
- Club Finder
- Supporting Documents
- Club Sessions

Club Sessions

Beginners are welcome at this club *	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Has opportunities for open unstructured play? *	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Junior Coaching is available? *	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Access to competitive events? *	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Female only sessions? *	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Over 55's sessions? *	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Suitable for people with disabilities and impairments *	<input checked="" type="radio"/> Yes	<input type="radio"/> No
TT Kidz sessions *	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Bat & Chat sessions? *	<input checked="" type="radio"/> Yes	<input type="radio"/> No

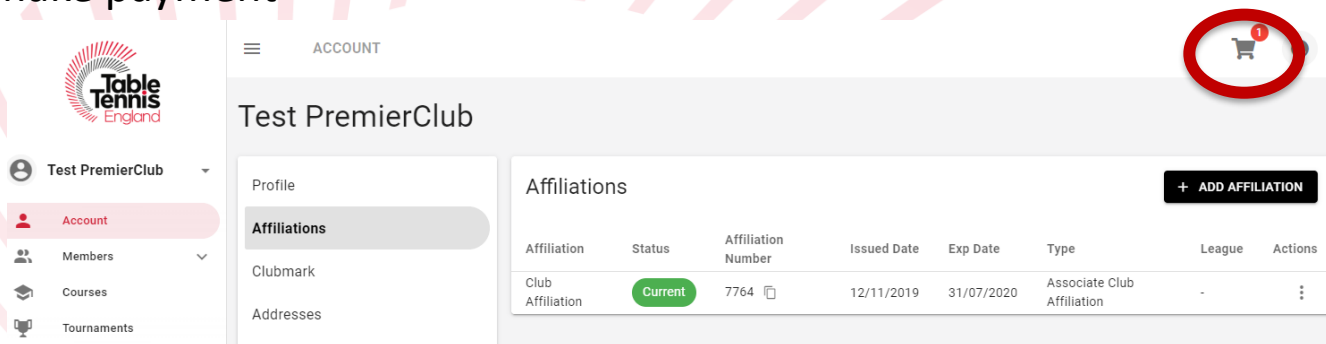
PREV

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 CHANGE TYPE  SAVE  RENEW



**Step 7:** Once all steps have been completed select 'Basket' to make payment



ACCOUNT

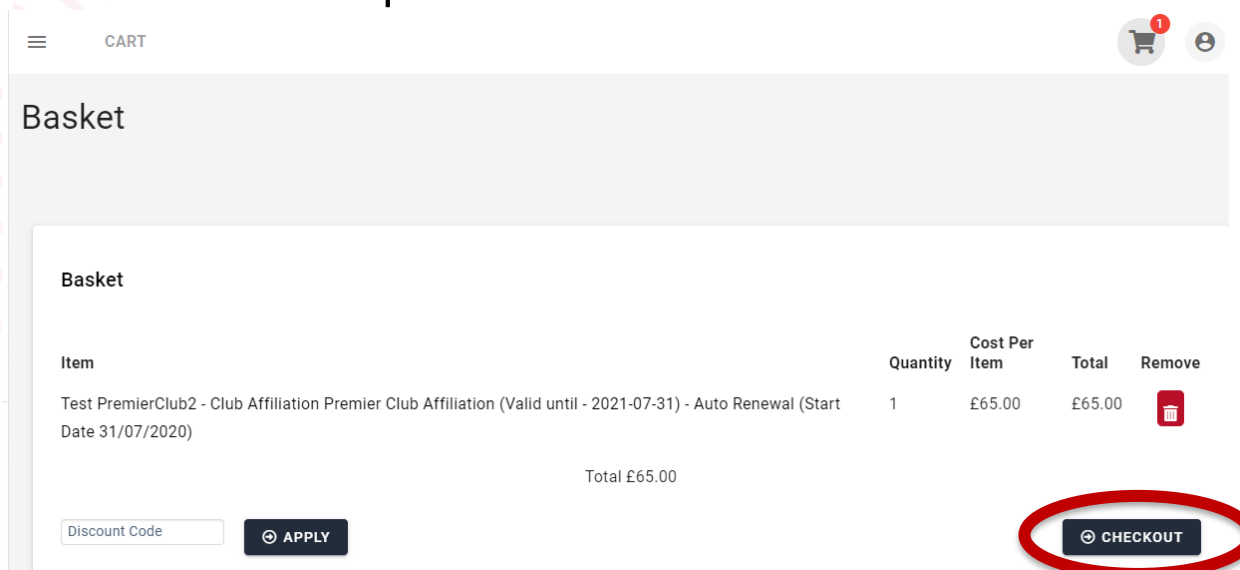
Test PremierClub

Profile

Affiliations + ADD AFFILIATION

Affiliation	Status	Affiliation Number	Issued Date	Exp Date	Type	League	Actions
Club Affiliation	Current	7764	12/11/2019	31/07/2020	Associate Club Affiliation	-	

**Step 8:** Select 'Checkout' and chose your preferred payment method to finalise purchase



CART

Basket

Basket

Item	Quantity	Cost Per Item	Total	Remove
Test PremierClub2 - Club Affiliation Premier Club Affiliation (Valid until - 2021-07-31) - Auto Renewal (Start Date 31/07/2020)	1	£65.00	£65.00	

Total £65.00

Discount Code  APPLY

CHECKOUT

## Step 9: Enjoy your PremierClub benefits!

Once payment has been made, your PremierClub membership will show as 'current' and you will receive a confirmation email.

It's then time to start enjoying your PremierClub benefits!

Hard copy certificates and welcome documents are available on request.

We are here to [help@tabletennisengland.co.uk](mailto:help@tabletennisengland.co.uk)



# Thank you

## A sport for all, for life!