Registering Multiple Members on the AMSCH Website

This document is a guide on how to register multiple family members on the AMSCH website. It can also be used by both Individual and Parades Participants to register themselves. Also note that our software uses the term 'Bundle' a lot. We use 'Family' instead.

- 1. Go to the AMSCH website: alohamustang.org
- 2. Select 'Join Us' from the main menu



3. On the 'Join Us' window, select the appropriate membership level (individual vs. family), or select 'Parades Participant' if you have participated in at least three parades in the previous year. Then select 'Next'

JOIN US ARE YOU PROUD OF YOUR MUSTANG? COME JOIN THE FUN OWNERSHIP IS NOT REQUIRED FOR MEMBERSHIP Dues are \$30.00 per person for a one year membership. Members receive the club newsletter (The Pony Express) and are eligible to receive discounts (when offered) for banquets, special events, from businesses that are friends of the club, etc. and are eligible for special club giveaways. Memberships help support the web site, club insurance for shows and costs for special events. We appreciate your support. Applying for membership is quick and easy using our online form. Just select the appropriate membership level (below), and then 'Next' to start the process. As you go to each page, scroll down to the fields to be filled in. Required fields are marked with a red asterisk. If you are registering more than one person, you will need to fill out the form with your personal information, and then pay for the total number of people you want to register. After you have paid, you will receive an email with instructions on how to register the remaining members of your family. When you are finished with filling out the form, you can pay with a credit or debit card. Select membership level * Mandatory fields Membership level Family - 2 members - \$60.00 (USD) Bundle (up to 2 members) Subscription period: 1 year ○ Family - 3 members - \$90.00 (USD) Bundle (up to 3 members) Subscription period: 1 year O Family - 4 members - \$120.00 (USD) Bundle (up to 4 members) Subscription period: 1 year O Individual Member - \$30.00 (USD) Subscription period: 1 year O Parades Participant - Free Subscription period: 1 year The Parades Participant membership is only for people that participated in at least 3 parades during the previous membership year. Your participation will be verified before your membership is approved.

4. On the next screen, enter your email address, and click on the 'I'm not a robot' box. You may or may not be presented with the Captcha – this is the thing we all hate where you need to select all the really fuzzy pictures with a motorcycle / bus / whatever. Unfortunately, this is a necessity in today's world to minimize scammers. When you're done with the Captcha, click 'Next'

	Level Family - 2 members - \$60.00 (USD) Bundle (up to 2 members) Subscription period: 1 year	
Enter your email		 Mandatory fields
Ema	il Joe.Mustang@example.cc	
⇔	V I'm not a robot	Û
CANCEL		BACK NEXT

5. On the next window, fill out your information (*e.g.*: First Name, Last Name, etc.). Note that some of the information is optional and some is required.

	Level Family - 2 members - \$60.00 (USD) Bundle (up to 2 members) Subscription period: 1 year	
Fill in application form	•	Mandatory fields
First name	Joe	
Last name	Mustang	
Email	Joe.Mustang@example.com	
Phone	1234567890	
MAILING ADDRESS (OPTIONAL)		

6. When finished filling out your information, click on 'Next'

Car 3 Year	1970	~		
Con D Portu Chile	Factback (2, 2)	~		
Car 3 Body Style	FastDack (2+2)	•		
Car 3 Color Exterior / Interior	Blue / black			
Cat 2 Special Model (e.g.; Bess 202, CTE00	Poss 202			
car s special model (e.g., Boss 502, G1500,	D055 302			
etc.)				
				_
				л
				V
CANCEL			BACK	NEXT

7. The next window lets you review what you're signing up for. Click 'Pay Online' if you're in agreement, or 'Back' to change something. Payment is via credit card only.

Review and a state of the st	nd confirm		
Level	Family - 2 members - \$60.00 (USD) Bundle (up to 2 members) Subscription period: 1 year		
Total amount	\$60.00 (USD)		
Payment instructions	Payment is via credit or debit card only (no checks). Please select 'Pay Online' as we do not send i	nvoices.	
	•		Û
CANCEL		ВАСК	PAY ONLINE
Application data			
	First name Joe		

8. On the next window you need to enter all the information to charge your membership. After entering this info, click the 'Pay' button.

Aloha Mustang and Shelby Club o	f Hawaii		
tps://alohamustangandshelbyclubofhawaii.wildapricot.org/			
Credit card payment			
oe Mustang		Details	
		Invoice #00020	\$60.00
redit card number		Membership application. Level: Family	y - 2 members
		Total amount:	\$60.00 (USD)
			<i>QUE</i>
Store card details for faster checkouts			
lling information		Cancel	Pay \$60.00 (
Address 1	••••	This site is protected by reCAPICHA and the Service apply.	e Google Privacy Policy and Terms of
Address 2			
City			
]		
United States	IP/postal code 😶		
Phone			

- 9. If your payment is successful, a few things happen:
 - a. You receive an email with the subject line of "Login information for Aloha Mustang and Shelby Club of Hawaii". This email contains your userid and password to logon to alohamustang.org in the future if you need to alter your profile.
 - b. You receive an email with the subject line of "Aloha Mustang and Shelby Club of Hawaii Payment receipt". This is the receipt for your payment
 - c. If you're registering as an 'Individual' or 'Parades Participant', you're done! The remaining info is only for 'Family' registration
 - d. On the website, you are taken to your Profile page. Here you can see your Membership Card for downloading or printing. And a little further down the page, is the 'Add Member' button to click to add your remaining family members.

My profile					
EDIT PROFILE My directory profile					
Profile <u>Privacy</u> <u>Email subscriptions</u> <u>Mer</u>	Profile Privacy Email subscriptions Member photo albums My event registrations Invoices and payments Donations				
MEMBERSHIP DETAILS	MEMBERSHIP DETAILS				
Membership card	Joe Mustang				
	Ext. isrs Active Member Aloha Mustang and Mustang and Membership Expires: 2024-09-27 of Hawaii https://alohamustangandshelbyc				
	Image optimized for smartphones Printable PDF				
Membership level	Family - 2 members - \$0.02 (USD) <u>Change</u> Bundle (up to 2 members) Subscription period: 1 year				
Membership status	Active				
Member since	2023-09-28				
Renewal due on	2024-09-27				
BUNDLE SUMMARY					
Bundle limit	2				
Used so far	1				
	ADD MEMBER				

10. Click on 'Add Member' to add the information for your remaining family members. The information requested is the same as for you.

222

NOTE: if one of your remaining family members does not have their own email address, then leave that field blank. You cannot use your email address twice.

11. When finished adding the info for your additional family member, click 'Save'

Car 3 Year	1970	~	
Car 3 Body Style	Fastback (2+2)	~	
Car 3 Color Exterior / Interior	Blue / black		
Car 3 Special Model (e.g.: Boss 302, GT500,	Boss 302		
etc.)			
			Л
			V
CANCEL			SAVE

12. The next screen is the profile page *for the family member you just added* (not YOUR profile page). To add another family member, click where it says "Return to bundle list and your own profile".

My profile				
(i) You are viewing a bundle member rece Return to bundle list and your ow	You are viewing a bundle member record. Return to bundle list and your own profile			
EDIT PROFILE <u>My directory profile</u>	ARCHIVE			
Profile Privacy Email subscriptions	Donations			
MEMBERSHIP DETAILS				
Membership card	Mary Mustang	<⊐		
	Aloha Active Member Mustang and Shelby Club Membership Expires: 2024-09-27 of Hawaii https://alohamustangandshelbyc			
	Image optimized for smartphones Printable PDF			

13. If you do not have any additional family members to add, then you're done! Otherwise, repeat steps 10 – 12 until you're added all your family members.