



Black Oak Swim Club

LOGIN AND MEMBERSHIP PAYMENT INSTRUCTIONS

RETURNING MEMBERS

1. Click this link or copy and paste into your browser: blackoakswimclub.com.
2. Click on the Home tab, scroll down to the '2018 Membership Information' drop down tab and click on this tab.
3. On the next page, you will find the link 'Online Membership Renewal'. Click on this link.
4. Enter your login and password. If you have forgotten your username OR password, then click on 'Forgot your Password'. You will be taken to a screen to enter an email address. Once entered, you will receive an email with your username and instructions to reset your password if needed. If you are still having any issues and cannot retrieve your login/password, and you are a returning BOSC member, please email Cindy Harris (boscmembership5@gmail.com) for your login information.
5. Under 'My Account' click on Profile.
6. Update your profile. Add any family members or make any changes if needed.
7. Click on 'Swim Memberships Available for Enrollment'.
8. Select the appropriate membership for you/your family and click the Enroll button.
9. If the full or partial initiation payment needs to be paid, choose appropriately.
10. If you wish to add Babysitter pass, click yes and fill out the remaining information.
11. If you wish to add Guest passes, add number of passes.
12. Click 'Continue to Payment'
13. Choose how you wish to pay and follow the instructions.
14. Click on 'Purchase Now'
15. Pay by credit card (3% convenience fee), or print your receipt and pay by check. Make sure you complete your purchase before writing your check! Make check payable to "Black Oak Swim Club". Mail check and receipt to Cindy Harris, 1001 Millerton Dr., Centerville, Ohio 45459. To receive the Early Bird Special, your payment **must** be **received** by March 31, 2018.

****Remember: Your Membership is not active until your payment has been received!**