

RLTC Guide for Buying a 2025 Membership

For People Renewing their Membership

1. **Be sure you are NOT logged into Club Automation.**
2. Go to the Club's membership page - [linked here](#).
3. Select the membership category you want, and then click "Buy now".
4. Repeat step 3 on this new page.
5. On the next screen, **only select: "Already have an account? Login:"** as shown on the right side of the image below.

ROCKCLIFFE LAWN TENNIS CLUB [Change Location](#)

Let's get started!

Already have an account? [Login](#)

FIRST NAME

LAST NAME

- 6 Proceed following the screen instructions. All of the fields should be pre-filled, except for where you have to check the boxes to accept the terms and conditions and waiver, and "sign" at the bottom.
7. Proceed to the final payment step.
8. The screen MAY appear to hang, or end with no response. If this occurs, you are almost certainly registered successfully. You can log out and back in again and check your membership status in the View My Info section, or view your statement, or wait up to fifteen minutes, and you should receive a confirmation email from the system. And you should see the charge on your credit card account