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## How do I request a transfer to my club?

First, you must be logged in under a Regional or Club Administrator role to be able to complete this action.

2 Select the Mer	nbers Transfer button. Add Events Meets Results Committees Accreditations Reports System
Note: You will need to know both the Member Number and Surname of the	Person Cub Region Zone  Advanced Last Accessed  Request Member Transfer
member you wish to transfer. If the member does not know their Member Number, they will need to contact their Regional	Pending Club Transfers  No Data Available
Administrator.	nbers Member Number and Surname, click Next.
3 Home Find To add someone t Enter that number If you already kno website and, when	Add       Events       Meets       Results       Committees       Accreditations       Reports       System         to your list, they must already have a record in the membership system.       r       below, and their surname, and we will try to locate them.         w that they do not have a record, please ask them to use the Join Online in finished, let you know the number they are allocated.       Sector of the surname in the
Member's Det * Member no * Surname Cancel Next	ails

## **2-1. TRANSFERS**



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	f the member ( Home Find Ad	does not exist	a warning eets Result	message will a s Committees	Appear.	Reports	System	
	Member's Detail	s						
	Member Name DOB Requested by Date Time	3 M 1 944856 Mrs B Erkens 28/05/2014 15:57:49	5					
	Current Club							
	Club Status	Wharenul Swim Club						
	New Club							
	* Club	0						
	Status	Pending						
	Back Save							
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