

Steps for Renewing Your WBV Pickleball Club Membership
or Joining the WBV Pickleball Club
as of **Oct 1, 2024**

NOTE: If you recently joined the club or renewed your membership on or after May 1, 2024, you do **NOT** need to renew until next Season, Oct 1, 2025.

If you renewed prior to May 1, 2024, you will need to renew now.

If you have any questions, feel free to contact Vince Lodato or Dianne Doerschel.

1. **Log** onto the WBV Pickleball Club website: <https://wbvpc.org/>
2. **Click/Tap** on the "Membership" Tab at the top of the page. See Figure A.



Figure A

3. **READ** through the 5 types of Membership to determine which Membership you will be selecting.
4. Then **Click in** (or **Tap in**) each Required Field to fill in the information for: First Name, Last Name, Email, Member Phone, Emergency Contact, and Emergency Contact Phone.
5. In the Date Field, **Click/Tap** in the field and a calendar will pop open like the one in Figure B. **Click/Tap** on the circled date to select the current date. Figure B shows Nov 11, 2023 as the selected date. Once clicked/tapped on, the Date Field will show that date.



Figure B

6. **Select** your type of Membership by **Clicking/Tapping** in the radio button for your selection. See Figure C.

- Join / Renewal *
- NEW Resident Homeowner Membership
 - NEW Long Term Renters Membership
 - NEW Short Term Renters Player Pass
 - RENEWAL Resident Homeowner or Long Term Renter Membership
 - Lifetime Membership (90+ years of age)

Figure C

NOTE: IF you just want to REORDER a Name badge, **Select** (by **Clicking/Tapping**) the radio button for Reorder Name Badge. It is under the Date Field. See Figure D.

Name Badge
 Reorder Name Badge

Figure D

NOTE: If you are a SHORT TERM RENTER (less than 90 days), **Enter** (**Click/Tap** in the field) your **START & END Dates** in the "Active Dates for Short Term Membership" Field. See Figure E.

Active Dates for Short Term Membership

Figure E

7. Scroll down and read the **Westbrook Village Association Release and Indemnification Waiver**. Then **Click/Tap** the radio button to show you have read and agree to the waiver. See Figure F.

I have read and agree to Westbrook Village Association Release and Indemnification Waiver below

Figure F

8. **Click/Tap** the **Submit & Continue to Payment** button. See Figure G.

Submit & Continue to Payment

Figure G

9. You will then be taken to the payment section. It will look similar to Figure H.

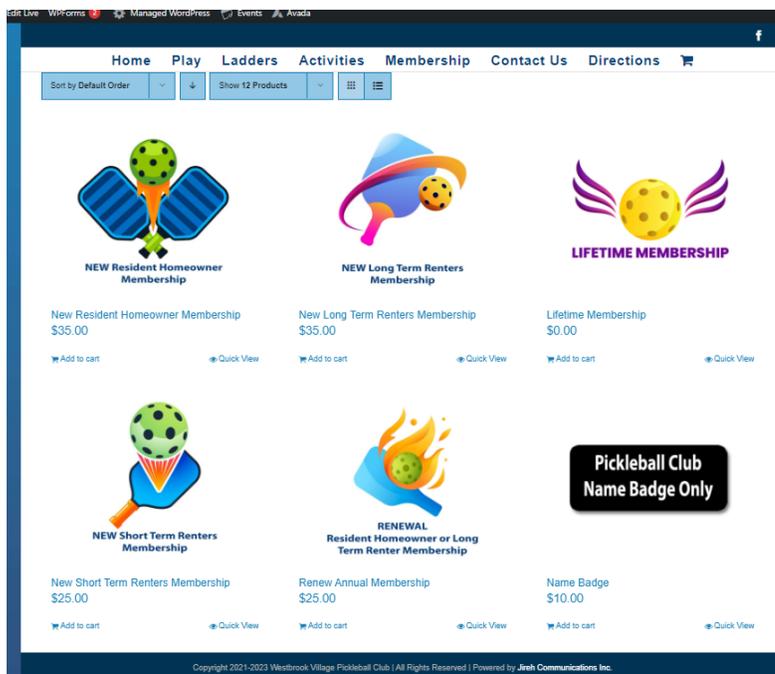


Figure H

Hover over your choice until your mouse turns into a hand and **Click**. (or **Tap** your choice if using a tablet or cell phone)

10. Click/Tap the **Add to Cart** button. See arrow in Figure I.

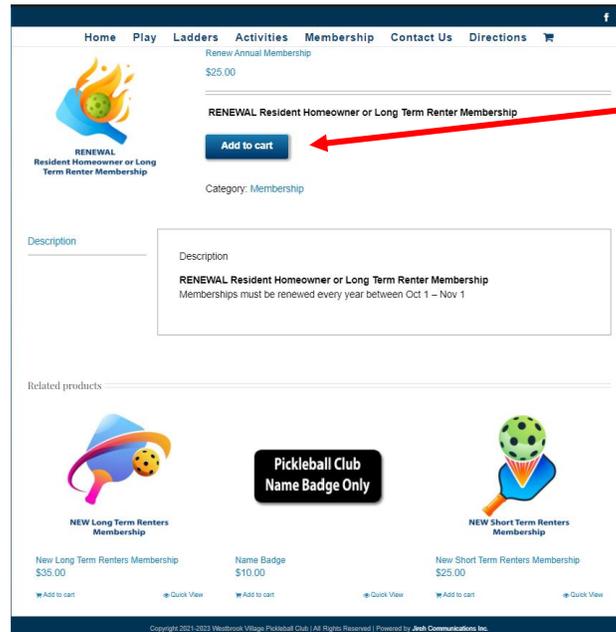


Figure I

11. Click/Tap the **"View Cart"** link at the top of the page. See arrow in Figure J.

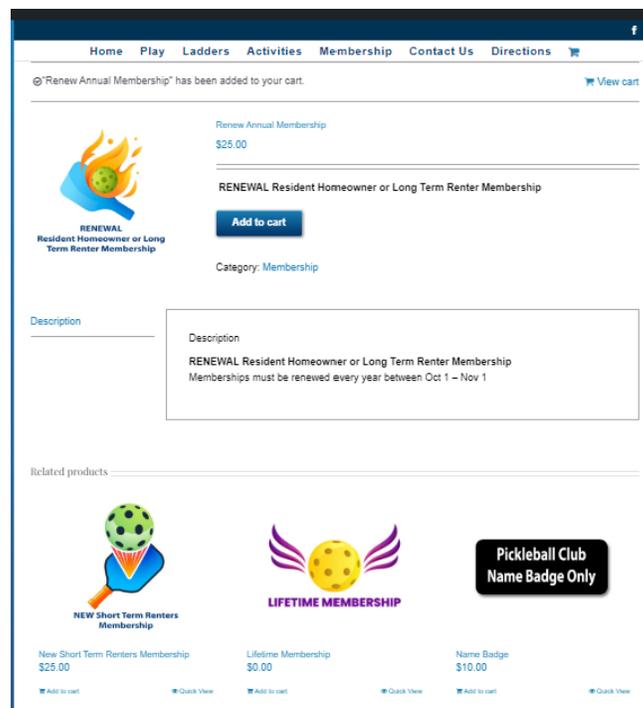


Figure J

12. Click/Tap the **"Proceed to checkout"** button. See arrow in Figure K.

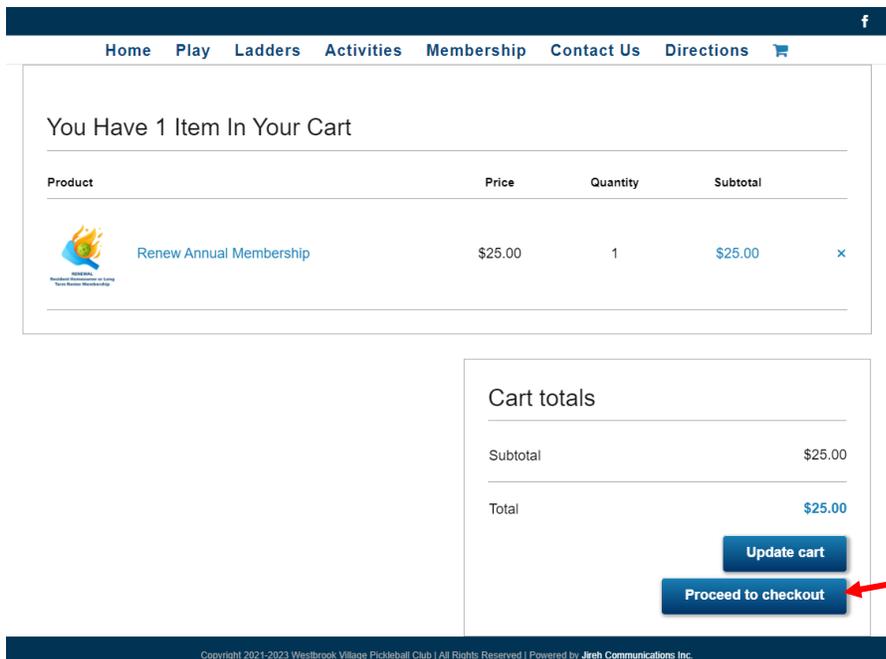


Figure K

13. The next screen is the **Billing Details and Credit Card Info**: See Figure L.

The **Billing Details information** is regarding the credit card you are going to use. Enter (by **clicking/tapping** in each field) the information in the fields provided.

Then **Scroll down** and **enter** (by **clicking/tapping** in each field) your Credit Card information. (The system will put in the spaces between the sets of numbers of your credit card number and it will put the "/" for the expiration date. You just need to enter the numbers!)

IF YOU ARE PAYING FOR SOMEONE OTHER THAN YOUR NAME ON THE CREDIT CARD, please state who you are paying for in the "Additional information" box in the "Order Notes (optional) field. You can say "for my spouse, and give her name". See **RED** arrow in Figure L.

For example, if you are paying for your spouse with a credit card that has your name on it and not your spouse's name on it, please enter your spouse's name in the field.

Home Play Ladders Activities Membership Contact Us Directions

Hello dprattski (not dprattski? Sign Out) Need Assistance? Call customer service at 888-555-5555. E-mail them at info@yourshop.com

Billing details

First name: Last name:

Company name (optional):

Country / Region: United States (US)

Street address:

House number and street name:

Apartment, suite, unit, etc. (optional):

Town / City:

State:

Arizona

ZIP Code:

Phone:

Email address:

dprattski@gmail.com

Additional information

Order notes (optional)

Notes about your order, e.g. special notes for delivery.

Your order

Product	Subtotal
 Renew Annual Membership × 1	\$25.00
Subtotal	\$25.00
Total	\$25.00

Credit Card 

Pay securely using your credit card.

Card number MM/YY CVV

Your personal data will be used to process your order, support your experience throughout this website, and for other purposes described in our [privacy policy](#).

Place order



Figure L

14. Then **Click/Tap** the "Place order" button. See **BLUE** arrow in Figure L.

NOTE: If you forgot to fill in a required field, the system will let you know in **RED!**

For example, I forgot to enter the zip code:

Billing ZIP Code is a required field.

After entering it, click/tap the Place order button as shown in Figure L (**Blue** arrow).

15. You will see page stating : Thank you. Your order has been received.

This means **YOU ARE DONE!!!!** You can **NOW** close this window.

16. I will receive an email stating you have completed all the above, and after I go into our system and mark your membership **COMPLETE**, you will receive an automated email stating so!

If you have any questions, feel free to contact me!

We are still trying to work out any bugs, so let me know if you come across an issue!!

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