

QUICK GUIDE TO TENNIS BC MEMBERSHIP RENEWAL

Instructions for returning South Island Tennis League Players who are not members of a local tennis club.

If you played League last year, you were required to join Tennis BC and you should have received an 8 digit ID # from TennisBC/Tennis Canada.

Log-in to the Tennis Canada Tournament system by clicking on this link:
<https://tc.tournamentsoftware.com/>

Select '**Login**' located in the upper right corner.
Type in your Login Name and Password to access your account.

OR if you cannot remember your Login Name or Password you can search for your name and ID number. Type your name in the search area located below the Tennis Canada logo. To the right - 'Tournaments' is highlighted in grey. Click on this drop down menu and select 'Player'. Then press 'Search.'

If your name shows up, this means you have a Tennis BC Membership. Click on your name to access your account.

To view your account details, see the drop-down list under your name at the top right. You'll find your membership number and the valid dates under 'Membership Card'.

TO RENEW YOUR MEMBERSHIP

If your membership is about to expire, you will receive a Membership Renewal Notice' on your account page to renew, 60 days in advance.

Please select "renew"

Click RENEW on your Membership Renewal Notice

Current and New membership information will be displayed.

It should state: BC-ADULT \$48.00 If not, choose 'BC-Adult' from the drop down menu.

Click Renew this Membership. Click ACCEPT

A new window will ask if you are certain you wish to renew your membership. Select YES

You will be re-directed to a new page with payment options.

DO NOT PAY using PayPal as you will be requested to pay \$48.00. The special South Island Tennis League rate is \$21.50.

TO PAY

Contact Katey Conway at Tennis BC at 604.737.3086 ext 6. to pay by VISA over the phone.

OR send a cheque for \$21.50 payable to Tennis BC to #204 - 210 W Broadway, Vancouver BC, V5Y 3W2