



Black Oak Swim Club

STEPS FOR BOSC WEBSITE ON-LINE 2012 MEMBERSHIP RENEWAL REGISTRATION AND PAYMENTS

1. Go to www.blackoakswimclub.com anytime after 2/1/2012.
2. Click on the Join Now tab.
3. Click on ON-LINE Membership Registration – top right side of the screen.
4. The default password is your last name and your phone number. Please CHANGE YOUR PASSWORD.
5. Fill in last name and home phone number including area code – Data fields will auto populate based on 2011 BOSC registration information. Please make sure that email addresses and cell phones are updated at this time. To continue check the box for being included in the 2012 BOSC Directory at the bottom. Click on SAVE.
6. Click on Go to Add / Edit Children located on the lower left side of the screen. Make changes or updates to this section.
7. Click on Go to Payment Page.
8. Select type of Membership (Family, Individual, Senior) from the top drop down box.
9. Select swim, dive, guest pass, baby-sitter pass, or other options. You will notice that these fees will be added to your membership fee total. Please check the box to grant permission to take and use photographs and or digital images for print and electronic media.
10. Click on CALCULATE TOTAL. This will bring you to a page that totals all items that you have selected for this session. If you choose to pay by check, print this page and mail it along with your check to **Lori Zwickel, 1575 Mapleton Drive, Centerville, OH 45459**. If you pay by check, it is your responsibility to mail your check by March 1st, 2012.
11. Select CLICK HERE TO PAY if you are planning to use the NEW Credit Card payment option when you are ready to check out.
12. After selecting CLICK HERE TO PAY – you will now proceed to fill out the appropriate information needed to process your payment using your credit card. Your payment is made directly to the Black Oak Swim Club Account at Fifth Third Bank.