

Creating or updating your profile

we have 3 databases that need to be merged with your contact details.

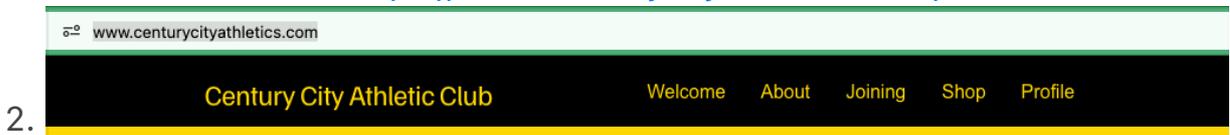
1. The Website - shopping portal
2. The Club membership database
3. The Accounting system

These 3 databases are linked by your ID number or passport number.

The website requires a user to be able to make purchases. By linking that to your club profile it will also link you to the Club Accounting system.

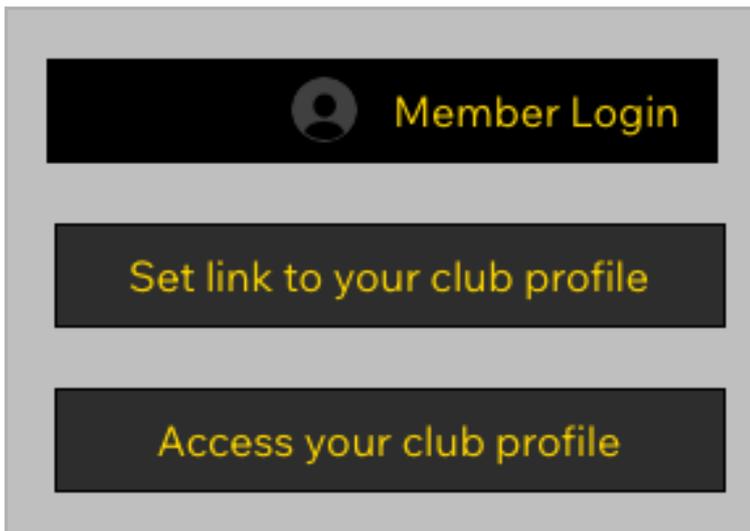
The steps are

1. Go to the website <https://www.centurycityathletics.com/>



- 2.
- 3.

Select **Profile**



- 4.
- 5.

Click **Member Login**

Log In

New to this site? Sign Up



Log in with Google



Log in with Facebook

or

Log in with Email

Login with one of these options

A user profile dropdown menu is shown. At the top, there is a purple circular profile picture with the letter 'S' and the name 'Steve Akester' in yellow text, followed by a downward-pointing chevron icon. Below this are two menu items, also in yellow text: 'Set link to your club profile' and 'Access your club profile'.

Set Link to your club Profile and set your details and importantly your ID Number

Account Settings

My Account My Addresses My Wallet Club details

Account Discard Update Info

You need to have your club credentials to do this screen.

Personal info

Update your personal information.

First name	Last name
<input type="text" value="Steve"/>	<input type="text" value="Akester"/>
Phone	ID Number
<input type="text" value="+27 82 440 3123"/>	<input type="text" value="#####"/>

Discard Update Info

Now go to Club Details

Account Settings

My Account My Addresses My Wallet **Club details**

Here you should see your are linked to your original club details

Note if you are a new member, you will get a blank screen. Fill in everything and include your ID Number.

Save the details and you will be registered to the club