

This is how I did my memberships and licence renewals – it may not be the only way but it seemed to work. This was done on my Laptop – hopefully phone applications are similar. Please note this is a guide only and not guaranteed to work.

- Login to your account
- Click on view profile
- To left of your photo click on “Member Details”
- Click on green box with current written in it
- New window opens, page down to dropdown box ‘select a membership type’. Click and select type of membership (licence?) required – cost is shown in the box. Chose “auto renew” or “one off payment”. Click next.
- Fill in any missing info with red \*, plus any others if you wish. Click next.
- Address should be populated. Click next.
- Fill in any info with red \*, plus any others you wish. Click next.
- Click “yes” or “no” to the disability questions. Click next.
- Read declaration and click box “yes”. Click “renew and checkout”
- New box – Click “Add Club Membership”
- New box – Read – Click “ACU Club Finder List”
- New window opens – Put club into search box – example “Camel Vale Motorcycle Club (032)”
- Copy Web site address and paste into new window (press enter)
- Two choices – Official or Club Membership – Chose appropriate. Click “join”
- Fill in new box to pay by Stripe (if you are not an official). Click “join”
- Congratulations Page
- Click “buy”.
- It will now ask if you want to buy a licence but you are already into this so close the new windows and return to the original one which shows your basket
- On your basket fill in “Billing Details”. Click Checkout.
- Fill in card details and click “pay”
- Should say “order successfully completed” and gone back to profile.
- Click “View Profile”
- Click on green “Current box”
- Click ‘Licence Category’ under Renewal Details. Click next.
- Read Declaration and click “yes” box. Click “renew”.
- New box – Two choices – Click on “Medical Details” if not already done or click “Not Now” (our understanding is that you don’t need to do this for a Trials Licence, so click “Not Now”)
- If you clicked “Not Now” but haven’t done your medical details then it can be accessed from View Profile and is about ¾ down on the left hand side.
- Go back to your profile for ACU Competition Licences and your renewal date should now read 31/12/2023
- Should be done for this year!!!