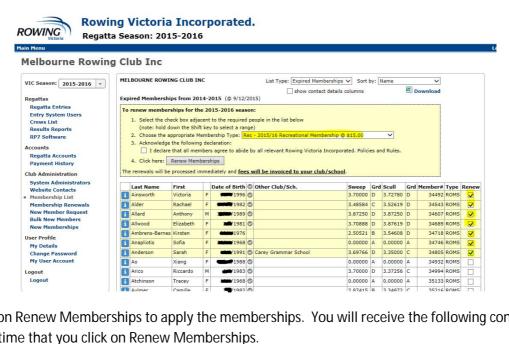
Rolling Memberships Forward

Select Membership List or Membership Renewals to display all Club members registered in Rowing Manager. The List Type will default to Financial Members displaying members that have been assigned a current year state membership¹.

Select Expired Memberships to display all your Club members that had been assigned a state membership in the previous year, as shown below.



Select the State Membership (in this example Rec) that you want to assign, and select all the individual members that it applies to as shown here.



Click on Renew Memberships to apply the memberships. You will receive the following confirmation each time that you click on Renew Memberships.



Repeat the process for other State Memberships as necessary by clicking on Membership List on the side bar.

The State Memberships that you assign will be invoiced to your Club or School by Rowing Victoria. The invoice shows the State Membership that you have assigned to each individual as shown here.

