

How to Add a New Member

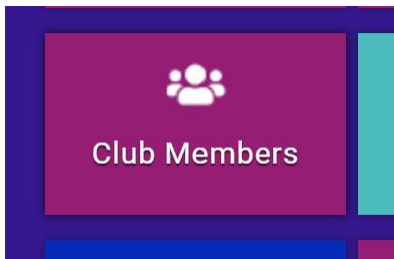
1. Go to <https://fpusa.justgo.com> or scan the QR code below.



2. Enter your **email address** for the **Username**. Enter your **password** and click on Log In.
3. If you need to reset your password, click on "Forgot Password?"
4. Select **Menu** from the upper left corner.



5. Select **Club Members**:



6. Select **Add New Member**:



7. Enter the following information: First Name, Last Name, Email Address, Phone Number, Date of Birth, Gender, Username (same as email address), Address and click Continue.

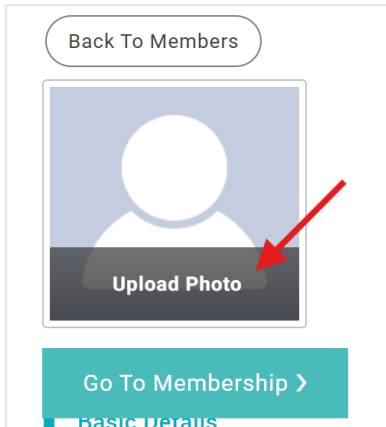
8. Select **Edit member**:

Add another member

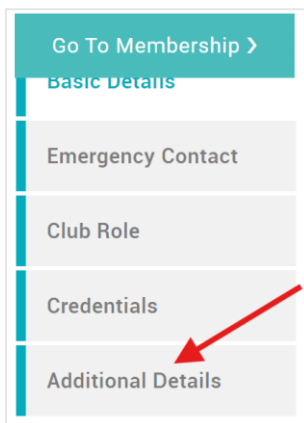
Edit member

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9. Click on **Upload photo:**



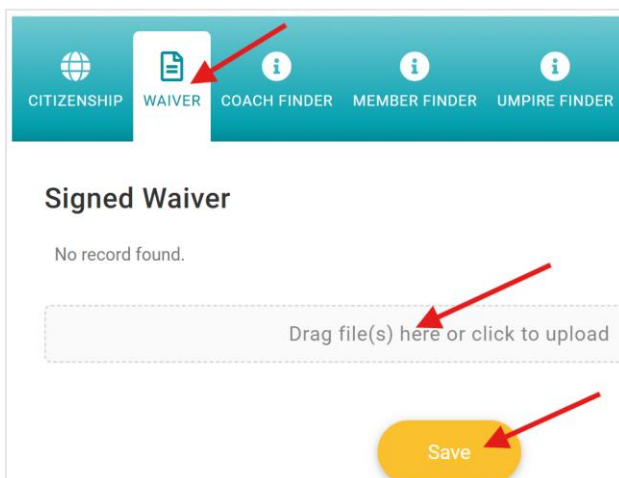
10. Click on **Additional Details:**



11. The **waiver** can be signed online by the member here:

<https://waiver.fr/fpusawaiver>

12. A photo of a paper waiver can be uploaded by selecting the **Waiver** tab.



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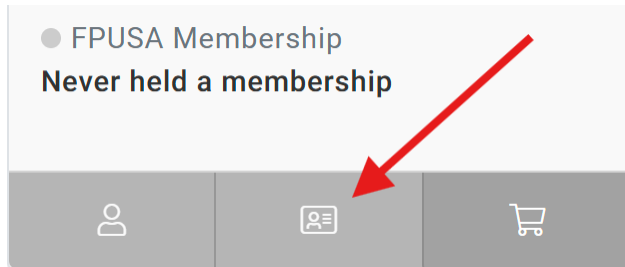
13. **Drag or upload** the waiver.

14. Click **Save**.

15. Click on **Back to members**:

Back To Members

16. Click on the **Membership icon**:



17. Click on **Buy/Review Memberships**:

Buy/Review Memberships

18. Select your **Club Membership**. If only one option is available, it will be selected automatically.

19. **Validate** if you agree to the terms:

☐ As a condition of FPUSA membership, I have read and signed the [Waiver and Release of Liability](#) form and agreed to its terms.
Renewing members who already submitted a waiver do not need to resubmit.

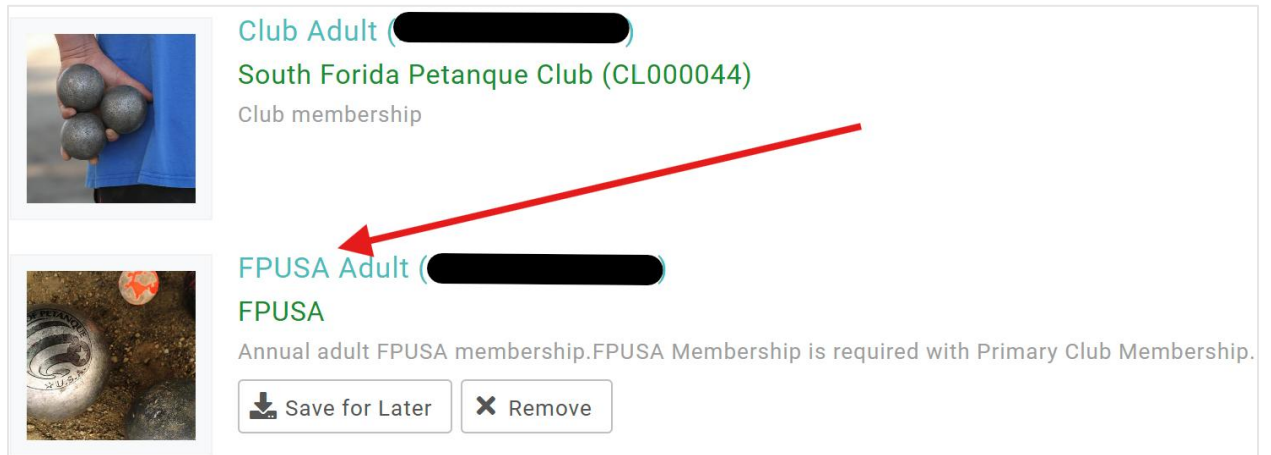
20. Select **Yes, Proceed to the Cart**:

Your membership has been successfully added to your cart. Do you want to proceed to checkout?

No, not yet Yes, Proceed to Cart

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21. The FPUSA Membership is automatically added to the cart. Club members are required to be affiliated with the Federation.

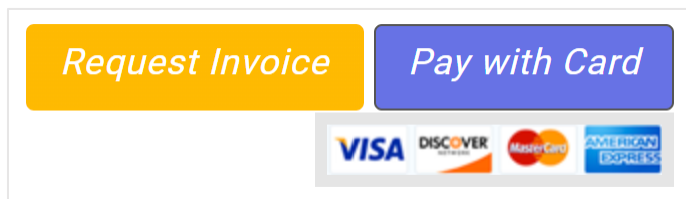


Club Adult ([redacted])
South Florida Petanque Club (CL000044)
Club membership

FPUSA Adult ([redacted])
FPUSA
Annual adult FPUSA membership. FPUSA Membership is required with Primary Club Membership.

Save for Later Remove

22. Select **Request Invoice** or **Pay with Card**:



Request Invoice *Pay with Card*

VISA DISCOVER MasterCard AMERICAN EXPRESS

23. Request Invoice if you prefer to send a check with the invoice to the FPUSA treasurer.

24. Enter the required payment information.

For questions or further assistance, please contact us at: membership@usapetanque.org.

Alain Gimenez

FPUSA Membership Secretary