JustGo

How to approve a new member

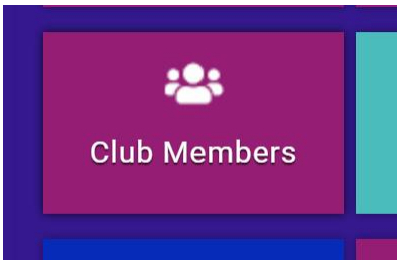
1. Go to https://fpusa.justgo.com or scan the QR code below.

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.

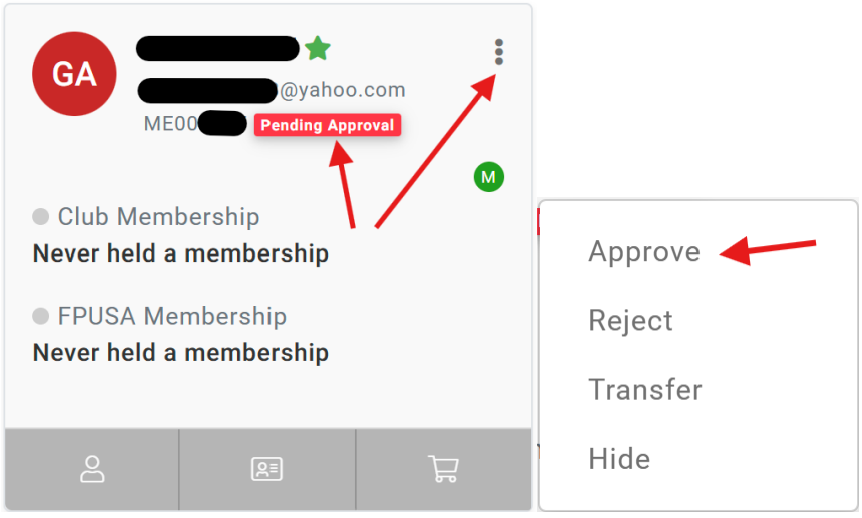


or

5. Select **Club Members:**

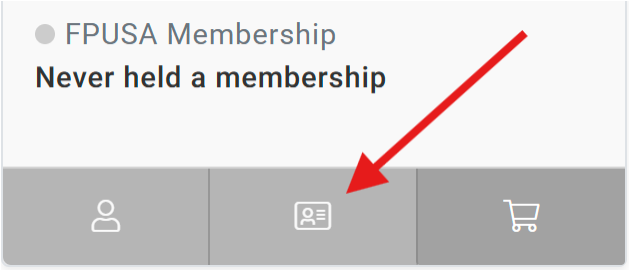


6. Find the member who needs to be approved.
7. Member is in the **Pending Approval** state. Click the **three dots** and select **Approve.**



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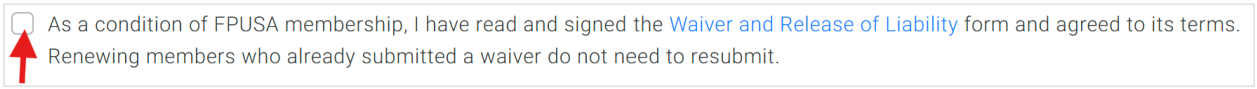
8. Approving a member confirms their affiliation with your club. **The membership remains inactive until payment is received.**
9. Click on the **Membership icon**:



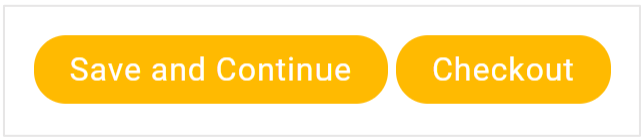
10. Click on **Buy/Review Memberships:**



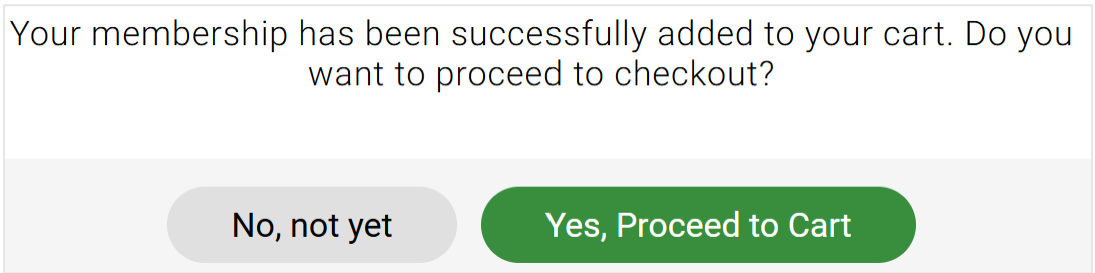
11. Select your **Club Membership**. If only one option is available, it will be selected automatically.
12. **Validate** if you agree to the terms:



13. Click on **Checkout.**

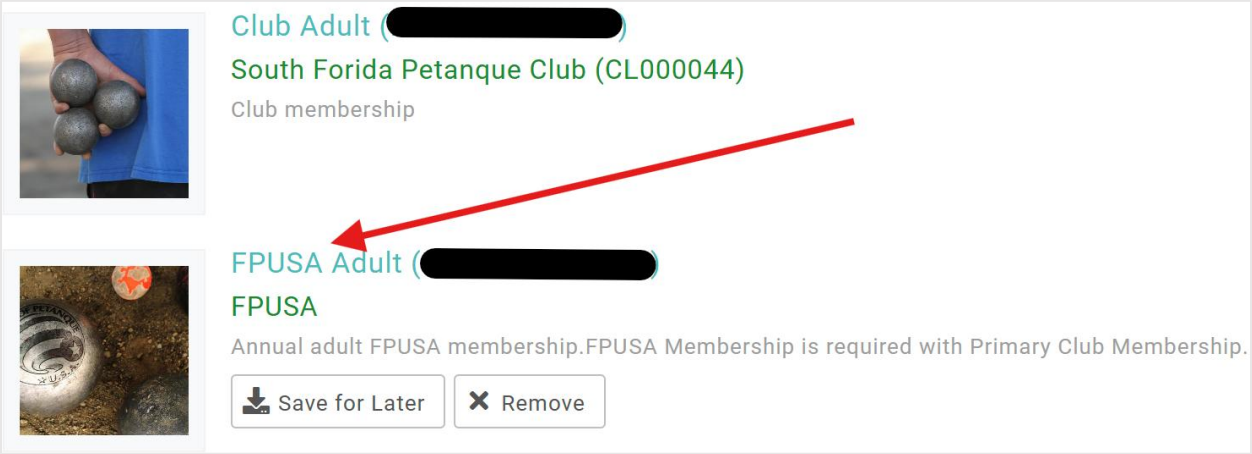


14. Select **Yes, Proceed to the Cart**:

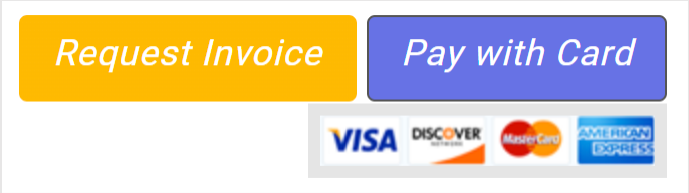


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15. The FPUSA Membership is automatically added to the cart. **Club members are required to be affiliated with the Federation.**



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



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

18. Enter the required **payment information**.

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

Alain Gimenez
FPUSA Membership Secretary