

Membership Fees - Help Guide

After reviewing your membership details in Subs Online, select the “Save and proceed to Payment page” option at the foot of the page. This will take you to the following page. Here you will have the ability to alter your membership category if required.

If required amend the category of membership here. Once confirmed the payment amount will update

The screenshot displays the payment interface on the PaySubsOnline.com website. At the top, there are navigation tabs for "Member Details" and "Payment". Below these, there are status indicators for "To Pay" (with an exclamation mark icon) and "Paid" (with a checkmark icon). The main content area features a table with the following data:

Description	Amount	Pay now
2017 Senior Road Running Membership - Mor Murray, Alasdair	5.00	<input checked="" type="checkbox"/>
Total payable now	5.00	
Pre-authorise future payments Info		<input checked="" type="checkbox"/>
Pay by Direct Debit Info		<input type="radio"/>
or		
Pay by Card Info		<input type="radio"/>

At the bottom right of the table area, there is a blue button labeled "Pay Here". Below the table, the text "Powered by PaySubsOnline.com" is visible. The browser's taskbar at the bottom shows various application icons and the search bar.

Select Pay by Direct Debit or Pay by Card (Pay Pal).

For monthly payment members the pre authorise future payments will be auto filled so payments will be taken monthly.

If "Pay by Direct Debit" is selected on the previous screen this is the next screen to complete with your Bank details.

The screenshot shows a web browser window with the following elements:

- Browser tabs: "sdairmur" and "Payment details - GoCar".
- Address bar: "/connect/bills/new?bill%5Bamount%5D=60.00&bill%5Bdescription%5D=&bill%5Bmerchant_id%5D=1B7MEPA8".
- Page header: "KILMARNOCK HARRIS Club support - Scottish BBC - iPlayer Radio MySports".
- Form fields:
 - First name: []
 - Last name: []
 - I'm paying on behalf of an organisation
 - Billing address line 1: []
 - Billing address line 2: [Address line 2 (optional)]
 - Town or City: []
 - Post code: []
 - Sort code: [e.g., 10-20-30]
 - Account number: [7 or 8 digits]
 - More than one person is required to authorise debits on this account
- Continue button: A blue button labeled "Continue" at the bottom of the form.
- Taskbar: Windows taskbar with icons for Home, Edge, File Explorer, Store, Chrome, Excel, and Word.

After selecting Continue on the payment screen the following confirmation will appear.
You will then shortly receive an email acknowledging payment along with the approximate payment date - around 5 days after your completion of this process.

Kilmarnock Harrier & Athletic Club

Log-off

Member Details **Payment**


To Pay


Paid

Description

Your payment is being processed and when complete, will appear on your bank statement as GOCARDLESS. Thank you.

OK

Pay now

Total payable now 0.00

Pre-authorise future payments [Info](#)

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to search

