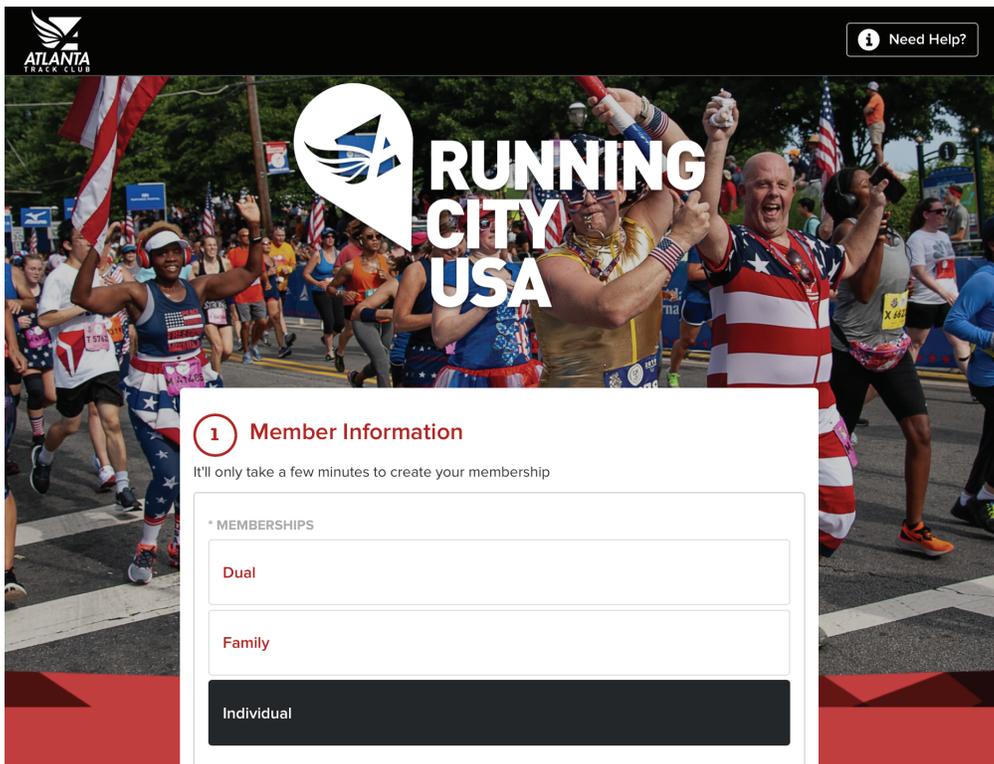


MEMBERSHIPS

1. Select your Membership Option from the registration form - Individual, Dual or Family.



The screenshot shows a registration form for the Atlanta Track Club. At the top left is the Atlanta Track Club logo. At the top right is a "Need Help?" button. The background of the form is a photo of runners at a "RUNNING CITY USA" event. The form has a white background with a red border. The title "1 Member Information" is in red. Below the title is the text "It'll only take a few minutes to create your membership". Underneath is a section titled "* MEMBERSHIPS" with three radio button options: "Dual", "Family", and "Individual". The "Individual" option is selected and highlighted with a dark grey background.

ATLANTA TRACK CLUB

Need Help?

ATLANTA TRACK CLUB

1 Member Information

It'll only take a few minutes to create your membership

* MEMBERSHIPS

Dual

Family

Individual

2. Enter your demographic information, and any other form questions.

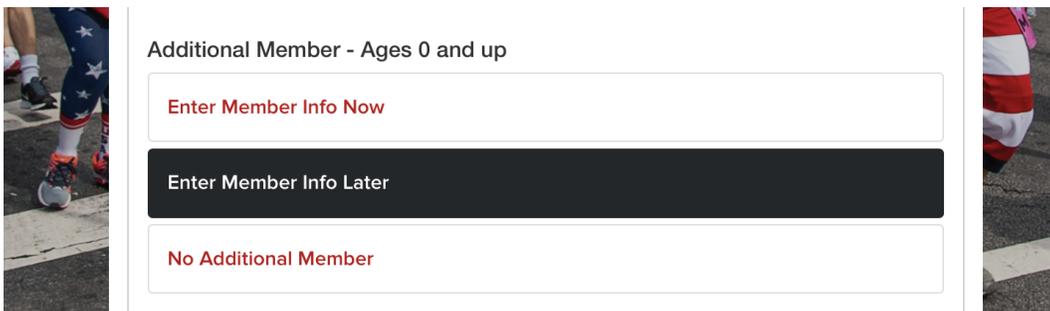
ATLANTA TRACK CLUB HOW TO GUIDE

MEMBERSHIPS



3. If you are registering for a Dual or Family Membership, you will have the option to include your secondary member's information and family information.

Note: You do not have to enter their information at this time, you can go back into your account at a later date to fill out this info. If you do enter secondary member information, they will be sent an email to create their own account if they are 18 and older.



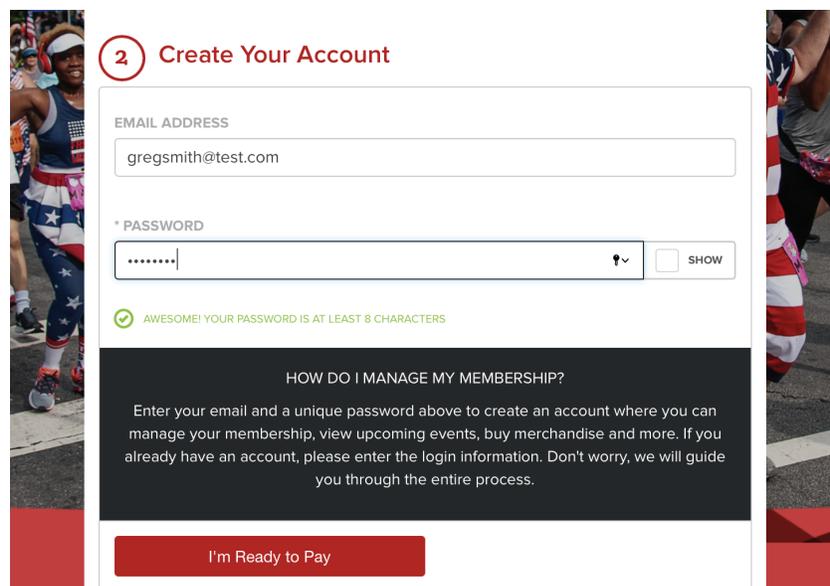
Additional Member - Ages 0 and up

Enter Member Info Now

Enter Member Info Later

No Additional Member

4. **Note for Family Memberships:** You do not need to all have the same email address. Child spots (4) will be restricted to ages 21 and under.



2 Create Your Account

EMAIL ADDRESS

gregsmith@test.com

* PASSWORD

..... | SHOW

✓ AWESOME! YOUR PASSWORD IS AT LEAST 8 CHARACTERS

HOW DO I MANAGE MY MEMBERSHIP?

Enter your email and a unique password above to create an account where you can manage your membership, view upcoming events, buy merchandise and more. If you already have an account, please enter the login information. Don't worry, we will guide you through the entire process.

I'm Ready to Pay

6. Payment: You will see a new feature for Autorenewal! By registering, you will automatically be signing up to be billed once each membership period through your Membership Account. You will have the option to cancel and opt-out of autorenew from your Membership from your account as well. (Next cycle would be billed January 1, 2022).

3 Payment

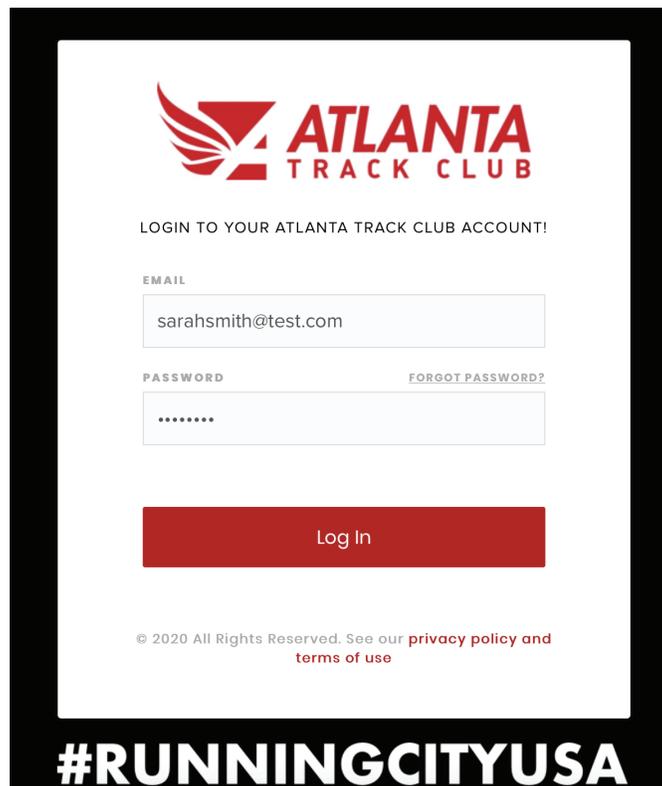
Almost done! Don't forget to review the summary of your information before completing your subscription.

<p>* BILLING TYPE</p> <p><input checked="" type="radio"/> \$60.00 once every membership period</p>	<p>SUMMARY</p> <p>▼ Greg Smith</p> <table><tr><td>Dual</td><td>\$60.00</td></tr></table>	Dual	\$60.00
Dual	\$60.00		
<p>* NAME ON CARD</p> <p>Greg Smith</p>			

7. Discounts: To receive your Member discounts on all events that are open for registration, you must be a fully registered member and login from your account or any event registration form to claim your discount. Continue on for Account information!

ACCOUNT

1. You can login to your account from the “Go To Your Account” button on the Memberships Thank You page, your Confirmation Email, or simply by going to: manage.hakuapp.com/login/atl-track-club



The screenshot shows the Atlanta Track Club login interface. At the top is the club's logo. Below it is the heading "LOGIN TO YOUR ATLANTA TRACK CLUB ACCOUNT!". There are two input fields: "EMAIL" with the value "sarahsmith@test.com" and "PASSWORD" with masked characters. A "FORGOT PASSWORD?" link is next to the password field. A red "Log In" button is centered below the fields. At the bottom, there is a copyright notice: "© 2020 All Rights Reserved. See our [privacy policy](#) and [terms of use](#)". The hashtag "#RUNNINGCITYUSA" is displayed in large white letters on a black background at the bottom of the screenshot.

2. In your account, you will see a dashboard that displays your upcoming events, events that are open for registration, products, notifications and more.

ATLANTA TRACK CLUB HOW TO GUIDE

ACCOUNT



3. There is a tab for Your Registrations, which will list all registrations that you are currently registered for. You will be able to make any changes to your registrations from that tab.

4. Your Memberships tab will allow you to manage your Membership, by adding members, sending Guest Passes, editing payment information and registering for events. When you are logged in, your information will pre-populate on the form and already include the member discount!

The screenshot shows the Atlanta Track Club website's membership management interface. At the top left is the Atlanta Track Club logo. On the top right, there is a user profile for Sarah Smith with a dropdown arrow. Below the logo is a navigation bar with tabs for DASHBOARD, YOUR REGISTRATIONS, MEMBERSHIP (which is highlighted), and SETTINGS. The main content area is divided into two columns. The left column, titled "MEMBERSHIP DETAILS", contains sections for STATUS (Active), MEMBERSHIP TYPE (Dual), BILLING TYPE (\$60.00 once every membership period), EXPIRATION (Expires on 12/31/2021, Auto-renews), and NEXT PAYMENT DATE (On Saturday, January 1, 2022 your Visa ending in *4242 will be charged \$60.00). The right column has three sections: "Members" showing a list with one entry for "You" (Member ID # CEAEC3A8CE, 25 year old Female, Atlanta, GA, PRIMARY MEMBER) with an "Edit" button; "Remaining Spots" showing one "Additional Member" spot with an "Add" button; and "Guest Passes" which is currently empty.

FAQ

How do I create an account?

Your account will get created during the Membership registration process. If you are a Dual or Family Membership, your secondary members will receive an email upon registration to create their own account.

How do I add a member to dual or family account?

Login to your account, and go to the "Memberships" tab across the top. You will see the option to add other members to your account.



Sarah Smith ▾

\$60.00 once every membership period

EXPIRATION

Expires on 12/31/2021
Auto-renews

NEXT PAYMENT DATE

On Saturday, January 1, 2022 your Visa ending in *4242 will be charged \$60.00

SPOTS

1 Used, 1 remaining

[Edit Membership](#)

Remaining Spots

Additional Member

[Cancel](#)

NAME

First

Middle

Last

EMAIL

someone@gmail.com

PHONE NUMBER

800-123-4567

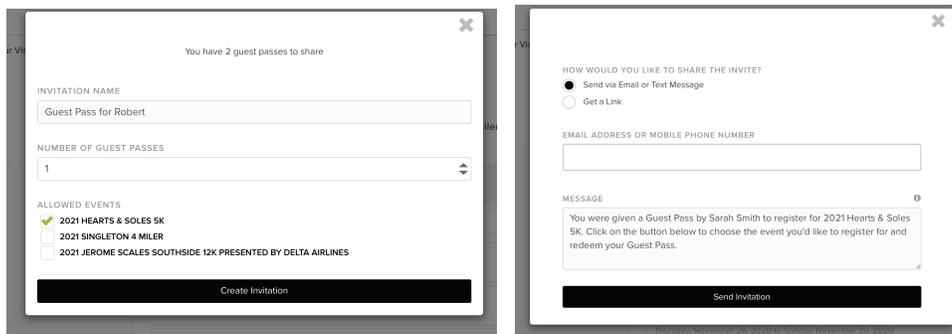
GENDER

Select Gender ▾

I WANT TO RECEIVE UPDATES VIA TEXT

How do I send a Guest Pass?

Login to your account, and go to the “Memberships” tab across the top. About half way down the page, you will see the option to create a Guest Pass. Select, “Create Invitation” then you can select one event, or give the Guest the option between events. Once it is created, you have the ability to send via Email or Text.



You have 2 guest passes to share

INVITATION NAME
Guest Pass for Robert

NUMBER OF GUEST PASSES
1

ALLOWED EVENTS

- 2021 HEARTS & SOLES 5K
- 2021 SINGLETON 4 MILER
- 2021 JEROME SCALES SOUTHSIDE 12K PRESENTED BY DELTA AIRLINES

Create Invitation

HOW WOULD YOU LIKE TO SHARE THE INVITE?

Send via Email or Text Message
 Get a Link

EMAIL ADDRESS OR MOBILE PHONE NUMBER

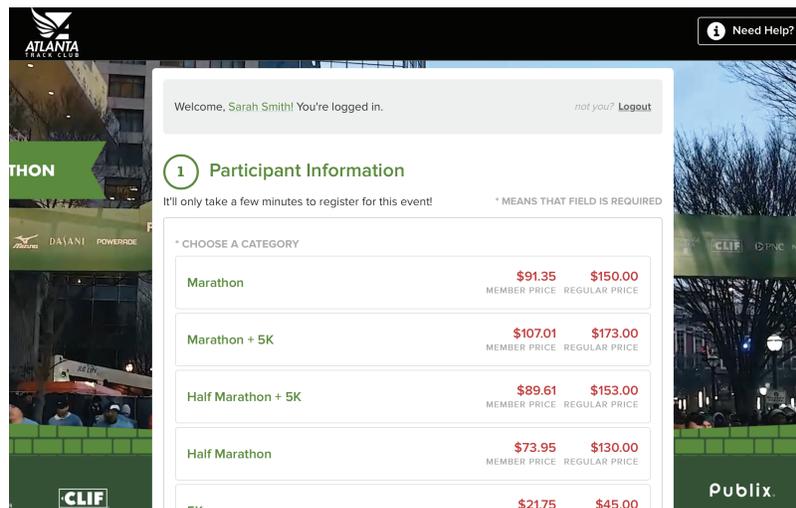
MESSAGE

You were given a Guest Pass by Sarah Smith to register for 2021 Hearts & Soles 5K. Click on the button below to choose the event you'd like to register for and redeem your Guest Pass.

Send Invitation

Benefits - How do I apply my member discount for events and programs when registering?

If you are logged into your account, your member discounts will already be applied on the registration forms if you choose to register from your account! If you go to a regular registration link via the Atlanta Track Club website, you will be asked to log in. You will see a banner across the form that will show if you are logged in or not!



Welcome, Sarah Smith! You're logged in. [not you? Logout](#)

1 Participant Information

It'll only take a few minutes to register for this event! * MEANS THAT FIELD IS REQUIRED

* CHOOSE A CATEGORY

Marathon	\$91.35	\$150.00
	MEMBER PRICE	REGULAR PRICE
Marathon + 5K	\$107.01	\$173.00
	MEMBER PRICE	REGULAR PRICE
Half Marathon + 5K	\$89.61	\$153.00
	MEMBER PRICE	REGULAR PRICE
Half Marathon	\$73.95	\$130.00
	MEMBER PRICE	REGULAR PRICE
5K	\$21.75	\$45.00

ATLANTA TRACK CLUB HOW TO GUIDE

FAQ



What is autorenewal?

When registering for a Membership starting in November 2020, your Membership will be set to autorenew. If you would like to cancel at any time, you can log in to your account and go to the “Memberships” tab. You will see the option on the left to Edit Membership.

A screenshot of the Atlanta Track Club membership details page. At the top left is the Atlanta Track Club logo. The page content is enclosed in a light gray border and has the following sections:

- MEMBERSHIP DETAILS**
- STATUS**: A blue button labeled "Active".
- MEMBERSHIP TYPE**: Dual
- BILLING TYPE**: \$60.00 once every membership period
- EXPIRATION**: Expires on 12/31/2021
Auto-renews
- NEXT PAYMENT DATE**: On Saturday, January 1, 2022 your Visa ending in *4242 will be charged \$60.00
- SPOTS**: 1 Used, 1 remaining
- At the bottom is a button labeled "Edit Membership".

Have more questions?

Feel free to reach out to membership@atlantatrackclub.org for more information on the membership program.

If you are having any trouble with your new Atlanta Track Club account, you can contact support@hakupsports.com or live chat from your account for assistance!