



RENEWING YOUR MEMBERSHIP ON SPORT:80

A quick guide for members renewing with Little Athletics SA

*Look out for the **IMPORTANT** boxes below — they cover the situations that catch renewing families out most often.*

The Basics: What Happens When You Renew

When you renew a membership, Sport:80 carries your athlete's details across from last season — so most of the form will already be filled in for you.

- Personal Details, Contact Details, and Address will show the information you entered last time.
- Disability and Medical Information will show your previous answers.
- The Membership Type will default to whatever your athlete was registered under last season.

KEY THING TO REMEMBER

Because the forms are pre-filled with last season's information, it's easy to click 'Next' through every screen without really looking.

Take a moment on each section to check the details are still correct, and update anything that's changed (address, contact numbers, medical information, etc.) before you continue.

NEW/UPDATED: The Additional Information section has recently been updated with new questions. This section will **not** be pre-filled like the others — you will need to complete it again in full.

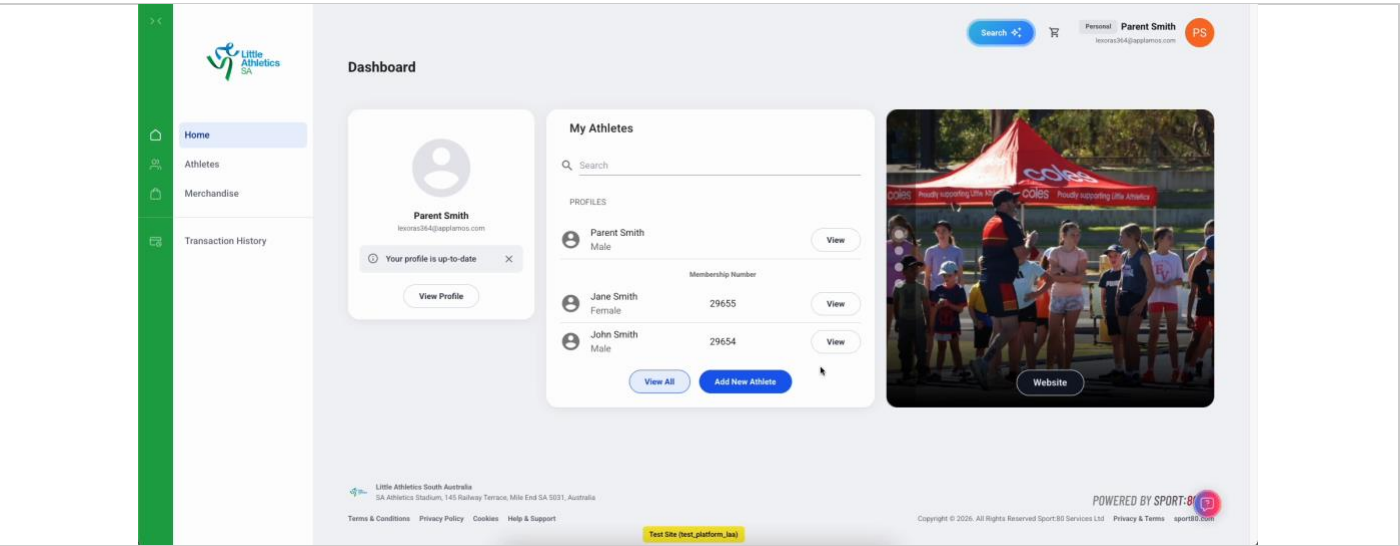
IMPORTANT — Sports Vouchers

Sports Vouchers are never carried over between seasons. If you are using a Sports Voucher, you will need to enter the voucher code and apply it again as part of this renewal, even if you used one last season.

Renewing a Membership, Step by Step

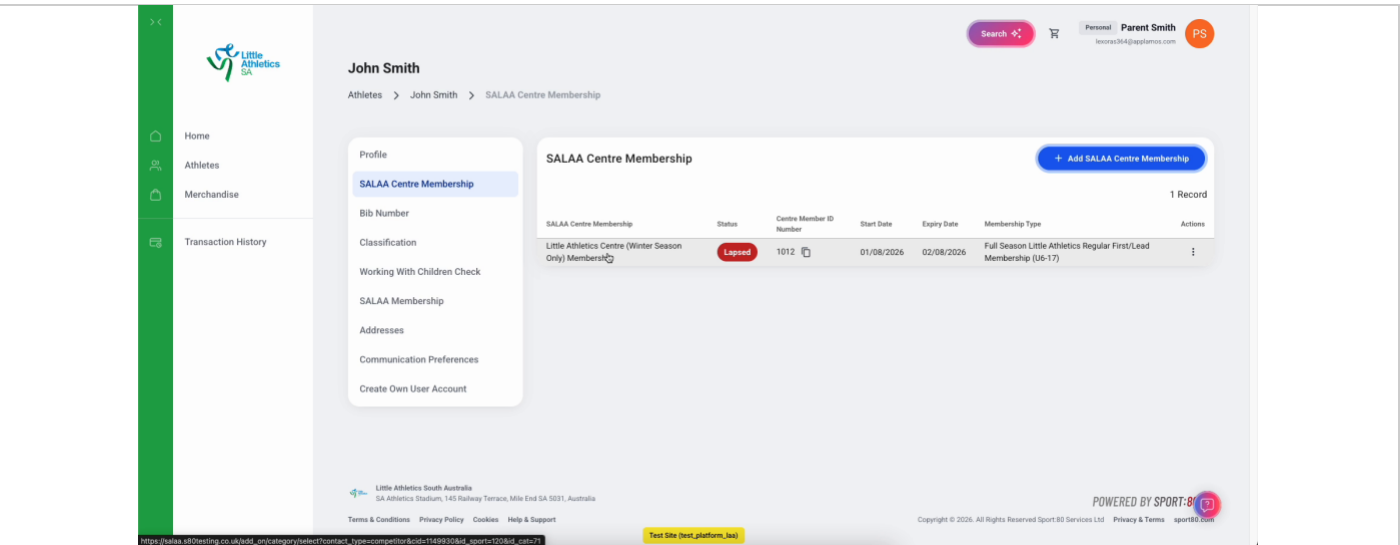
Step 1 — Find the Membership to Renew

From your Dashboard, select the athlete you want to renew under 'My Athletes'.



Dashboard — select an athlete from My Athletes to begin.

Go to that athlete's Profile, then select 'SALAA Centre Membership' from the menu. Any membership showing a 'Lapsed' status is ready to be renewed.



SALAA Centre Membership — a Lapsed membership is ready to renew.

Another way to renew

Instead of starting from your Dashboard, you can also renew by selecting your Centre's registration link directly (the same link you'd use to register for the first time). This takes you into the same renewal flow.

Changing Centres? If your athlete is moving to a different Centre this season, you have two options: add a new SALAA Centre Membership from within the athlete's profile (selecting the new Centre), or select the new Centre's registration link and register through there. Either way gets your athlete registered with the new Centre.

Step 2 — Review the Renewal Details

Selecting the lapsed membership opens the SALAA Centre Membership Renewal Details screen. This is where you confirm the Membership Type, and where any linked family members appear as chips at the top of the page.

Expiry Date: 12/06/2026

Family Membership Name: Smith

Family Members: Child Jane Smith (01/01/2020) - 1013 [X] Make HOH

SALAA Centre Membership Renewal Details

Please Note: Any additions/edits you make in this section of the form will only take effect once you've completed the form and checked out if payment is required. The available membership types may have been filtered to only show those available based on age. Select to see details and price.

Membership Type: Full Season Little Athletics Regul... [X]

For competing athletes wanting to register as an individual, or as the first/lead member of a family in order to ensure any applicable family discounts are applied.

Cost: \$380.00

Valid Until: 01/08/2027

Family Members: Child \$180.00 Jane Smith (01/01/2020) - 1013 [X]

Family Name: Smith

Next

Test Site (test_platform_jap)

Renewal Details screen — linked family members appear here, alongside a 'Make HOH' option.

The Membership Type dropdown will default to what your athlete held last season. If nothing about your family's memberships is changing, you can leave this as is and continue through the form.

Expiry Date: 12/06/2026

Family Membership Name: Smith

Family Members: Child Jane Smith (01/01/2020) - 1013 [X] Make HOH

SALAA Centre Membership Renewal Details

Please Note: Any additions/edits you make in this section of the form will only take effect once you've completed the form and checked out if payment is required. The available membership types may have been filtered to only show those available based on age. Select to see details and price.

Membership Type: Full Season Little Athletics Regular First/Lead Membership (U6-17) [X]

For competing athletes wanting to register as an individual, or as the first/lead member of a family in order to ensure any applicable family discounts are applied.

Cost: \$380.00

Valid Until: 01/08/2027

Family Members: Child \$180.00 Jane Smith (01/01/2020) - 1013 [X]

Family Name: Smith

Next

Test Site (test_platform_jap)

Membership Type options — First/Lead vs Additional Family.

If Your Family's Memberships Are Changing This Season

Most renewals are straightforward — same athletes, same membership types. But if the number or type of memberships in your family is changing this season, follow the guidance below carefully.

If Your Oldest/Lead Child Is Not Playing This Season

Every family has one membership that all the others are linked to — on screen you'll see this called the First/Lead Membership, and the child who holds it is sometimes referred to as the Head of Household. Usually this is your oldest child.

If that child isn't renewing this season, one of your other children needs to take over that role before the rest of the family can renew. There are two ways to do this — you only need to do one of them:

- Option 1: When you renew your next child, choose the First/Lead Membership option for them (instead of Additional Family) — this makes them the new main member for your family.

Option 2: On your outgoing lead child's renewal screen, there's a button called 'Make HOH' next to your other child's name — select this to hand the main member role to them instead.

Once you know who the new main member is

Every other child in the family then needs to be linked to that new main member. On their renewal form, you'll be asked to enter the Family Name and a Head of Family Centre Member ID Number — this is just the main member's Centre Member ID (shown on their own membership) so the system knows they belong to the same family.

If any of this feels unclear when you're actually on the form, please get in touch and we're happy to talk you through it.

The screenshot shows a web interface for 'Little Athletics SA'. On the left is a green sidebar with navigation links: Home, Athletes, Merchandise, and Transaction History. The main content area is titled 'SPORTS VOUCHER' and displays renewal details for 'John Smith - 1012'. It includes fields for Start Date (01/08/2026), Expiry Date (02/08/2026), and Head Of Family (John Smith - 1012). The 'SALAA Centre Membership Renewal Details' section contains a 'Membership Type' dropdown set to 'Full Season Little Athletics Famil...', a 'Please Note' warning, and a cost breakdown: '1st Additional: \$180.00, 2nd Additional: \$160.00, 3rd Additional: \$140.00, 4th Additional: \$140.00, All Other: \$140.00'. Below this are fields for 'Valid Until' (01/08/2027), 'Current Head Of Family' (John Smith - 1012), 'Family Name' (Smith), and 'Head Of Family Centre Member ID Number' (1012). At the bottom right is a 'Next' button.

Linking an Additional Family Membership to the Head of Family — enter their Family Name and Centre Member ID Number.

If a Child Is Moving Up to a New Membership Type (e.g. Tiny Tots → Additional Family)

When a child moves from Tiny Tots into an Additional Family Membership (or changes membership type for any other reason), they still need to be linked to the family's main member, the same way any other Additional Family Membership is.

- If your family's main member (First/Lead/Head of Household) is renewing as normal, link the child to them using their Family Name and Centre Member ID Number.

- If your family's main member is also changing this season (see above), link the child to whoever the new main member is instead.

Completing the Renewal

Once the Membership Type and family links are confirmed, work through the rest of the form the same way you would for a new registration:

- Personal, Contact, and Address Details — pre-filled; check and update anything that's changed.
- Additional Information — will be blank this season due to updated questions; please complete in full.

The screenshot shows the 'Disability and Medical Information' section of the 'John Smith - Little Athletics Centre (Winter Season Only) Membership' form. The left sidebar contains navigation links: Home, Athletes, Merchandise, and Transaction History. The main content area has a breadcrumb trail: Athletes > John Smith > SALAA Centre Membership > John Smith - Little Athletics Centre (Winter Season Only) Membership. The form sections on the left are: SALAA CENTRE MEMBERSHIP DETAILS, PERSONAL DETAILS, CONTACT DETAILS, ADDRESS, ADDITIONAL INFORMATION, **DISABILITY AND MEDICAL INFORMATION**, MEMBERSHIP APPLICATION AND DECLARATION..., and SPORTS VOUCHER. The 'Disability and Medical Information' section contains the following questions and options:

- Do you identify as a person with a disability or health condition?
 - ☐ Yes
 - ☒ No
 - ☐ Prefer Not to Say
- Do you require support for you to participate?
 - ☐ Yes
 - ☒ No
 - ☐ Prefer Not to Say
- Are there any medical details or allergies we should know?
 - ☐ Yes
 - ☒ No

At the bottom of the section are 'Prev' and 'Next' buttons. A yellow text box at the bottom of the form says 'Text Site (test_platform_1a4)'.

Disability and Medical Information — previous answers are carried over; update if anything has changed.

- Membership Application and Declaration — accept the Terms and Conditions again to continue.

Sports Voucher — re-enter your voucher code and usage type if you are using one this season.

The screenshot shows the 'Sports Voucher' section of the 'John Smith - Little Athletics Centre (Winter Season Only) Membership' form. The layout is similar to the previous section. The 'Sports Voucher' section contains an 'IMPORTANT NOTICE' box with the following text:

Please ensure you are using the Medicare Number (Sports Voucher Code) that includes the child's reference number. Sports Vouchers **MUST NOT** be used for Trial Memberships. They can only be used for Full Membership.

Below the notice, there is a list of instructions for using a Sports Voucher:

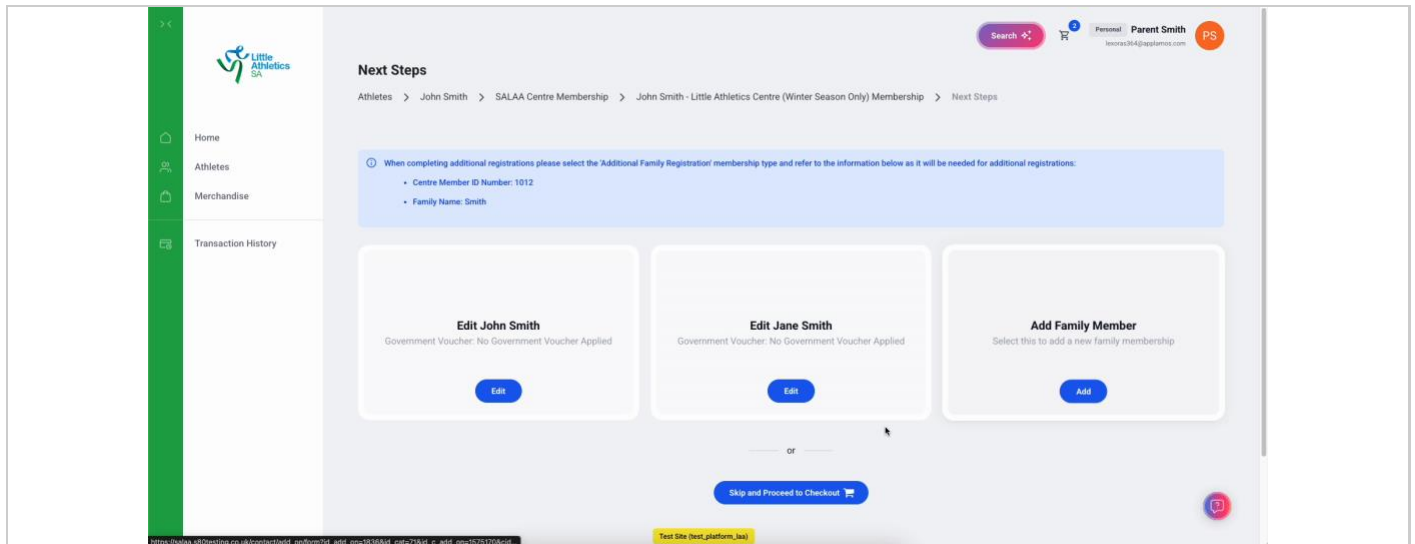
- The SA Government Sports Voucher is a \$100 or \$200 subsidy available to **school-aged children** in South Australia to help cover the cost of participating in eligible sport or physical activity programs.
- If you are purchasing a Trial Membership please do not fill out.
- To find out if your voucher has been used please click [here](https://www.sportsvouchers.sa.gov.au/child-voucher-search/)
- Incorrect or ineligible Sports Vouchers will be followed up by the Little Athletics SA Office and will need to be rectified to ensure a valid membership continues.

At the bottom of the section are input fields for the '11-Digit Medicare Number (Sports Voucher Code)' and a dropdown menu for 'Select Sports Voucher Usage'. 'Prev' and 'Next' buttons are at the bottom. A yellow text box at the bottom of the form says 'Text Site (test_platform_1a4)'.

Sports Voucher section during renewal — this field is always blank and must be completed again if you're using a voucher.

Next Steps, then Checkout

After adding the renewal to your cart, you'll land on a Next Steps page. Any family members already linked to this membership will appear here ready to edit, alongside the option to add another family member.



Next Steps — edit each linked family member's renewal, add another if needed, then move on to checkout.

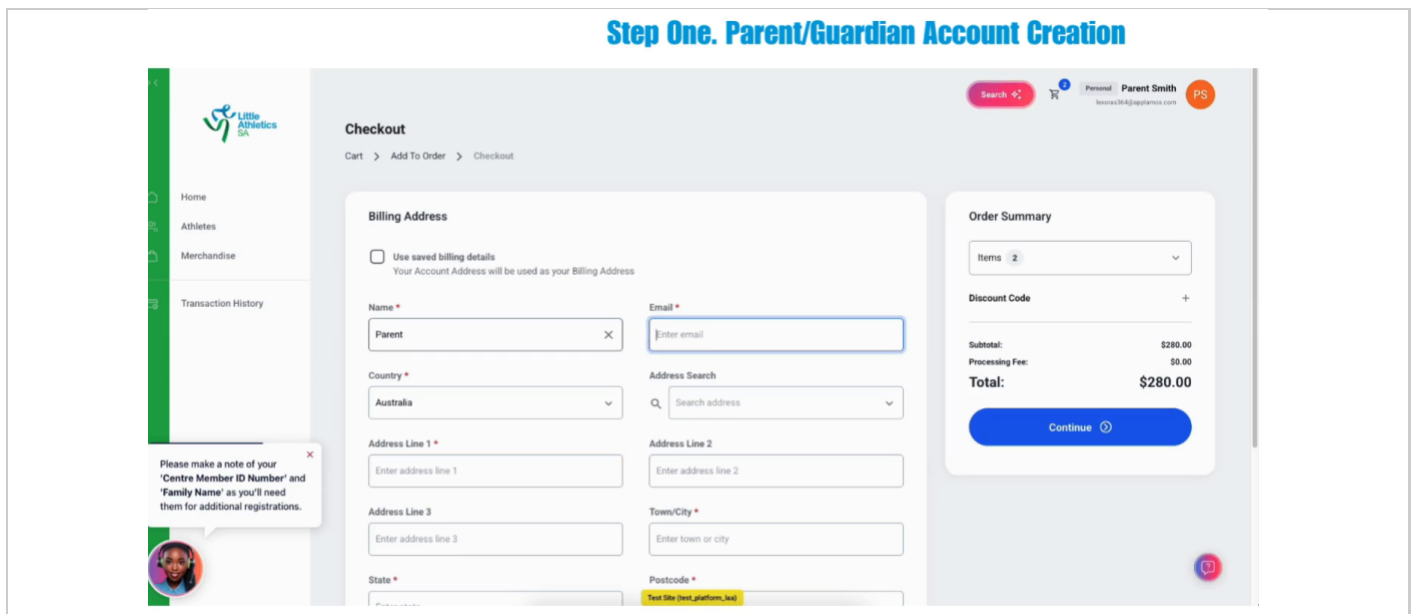
Edit each athlete's card to check and complete their individual renewal, and use 'Add Family Member' if you still need to add someone else. Once everyone in the family has been reviewed, select 'Skip and Proceed to Checkout' to finish.

Proceeding to Checkout is not optional

The button is labelled 'Skip and Proceed to Checkout' because it skips adding another family member — not because Checkout itself can be skipped. Every renewal, for every athlete, must be completed through Checkout or the registration is not finalised, even if the total comes to \$0.00.

Completing Checkout

Selecting 'Skip and Proceed to Checkout' takes you to the same Checkout screen used for a new registration.



Checkout — Billing Address and Order Summary.

Enter your billing details (or tick 'Use saved billing details' if your account address should be used), then review the Order Summary — including item count, subtotal, any processing fee, and a field to apply a Discount Code — before selecting Continue to complete payment and finalise your renewal.

KEY THING TO CHECK — Before You Checkout

Double-check the Membership Type shown for every family member on screen and make sure it looks as expected (First/Lead, Additional Family, Tiny Tots, etc.).

Sports Vouchers are entered per athlete — if any athlete is using one this season, check their voucher has been entered and applied before you checkout for them.

This is especially important in any season where memberships are changing — it's your last chance to catch an incorrect membership type or a missing voucher before payment.

