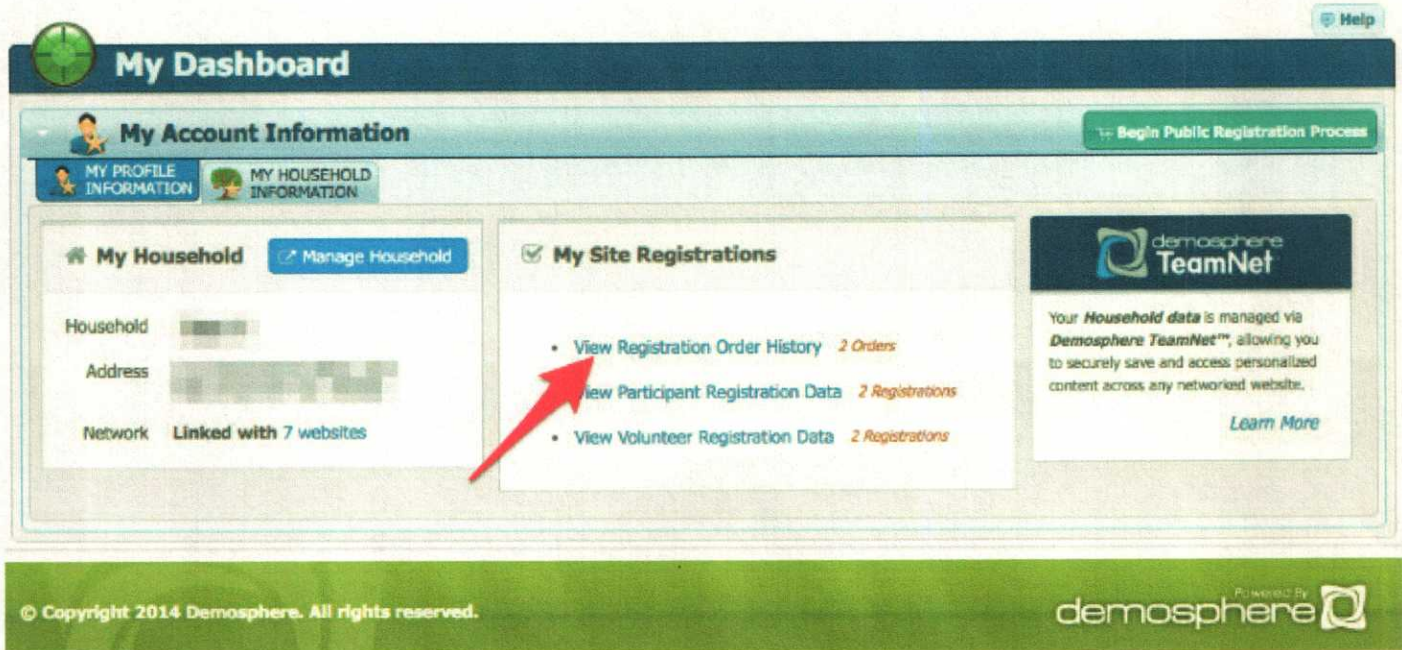


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How to make/update a payment

If a household member wishes to update their credit card information on file, they will follow these steps:

1. Login to your registration dashboard. Click the 'My Profile Dashboard' tab at the very top of the page.
2. Click on the Household Information tab from within My Account Information
3. Click on View Registration Order history:



4. Click on the order for which you wish to edit payment information
5. Click on the blue edit payment button if an existing card is on file:

Household: Fixit Household ID: [REDACTED]

[Manage Household](#) |
 [Begin Public Registration Process](#) |
 [Return to Dashboard](#)

[Registration Order History](#) |
 [View Participant Data](#) |
 [View Volunteer Data](#)

All Household Orders

ORDERS BY DATE

- 3/19/2015
1 REGISTRATIONS
- 3/19/2015
1 REGISTRATIONS
- Incomplete Order: 07/10/2015
- Incomplete Order: 06/11/2015
- Incomplete Order: 06/08/2016
- Incomplete Order: 07/08/2016
- Incomplete Order: 07/16/2016

Order Date: 3/19/2015

Order Overview

Processed on: **Thursday - March 19th 2015, 09:39:00** Remaining Balance: **\$45.00**
 Submitted by: [REDACTED] Payment Method: **VISA**

Recurring Payments Information

VISA (ending 1111) Exp. Date: **05/2018** Name: **Barney Fife** **ACTIVE** [Edit Payment Info](#)

6. If no payment is currently on file, members can click the credit button to make a credit card payment (even if the member previously elected to pay by cash/check):

Household: Fixit Household ID: [REDACTED]

[Manage Household](#) |
 [Begin Public Registration Process](#) |
 [Return to Dashboard](#)

[Registration Order History](#) |
 [View Participant Data](#) |
 [View Volunteer Data](#)

All Household Orders

ORDERS BY DATE

- 3/19/2015
1 REGISTRATIONS
- 3/19/2015
1 REGISTRATIONS

Order Date: 3/19/2015 [Pay with CC](#)

Order Overview

Processed on: **Thursday - March 19th 2015, 09:39:00** Remaining Balance: **\$45.00**
 Submitted by: [REDACTED] Payment Method: **VISA**

Recurring Payments Information

VISA (ending 1111) Exp. Date: **05/2018** Name: **Barney Fife** **ACTIVE**

Order Items

Registration ID: 550ad175636f7950e6700a00

Registrant	Registration Info	Fees and Discounts	
Yani Zamphere	Program: Competitive Soccer	U13+ Registration Fee	\$145.00
UUID: 667-02316-36	Season: Fall 2015	Early Bird Discount	-\$10.00
Birthdate: 05/23/2001	Group: Boys > UB	Registration Total	\$135.00
MALE	Gold Team		

Related Attachments
None Found

