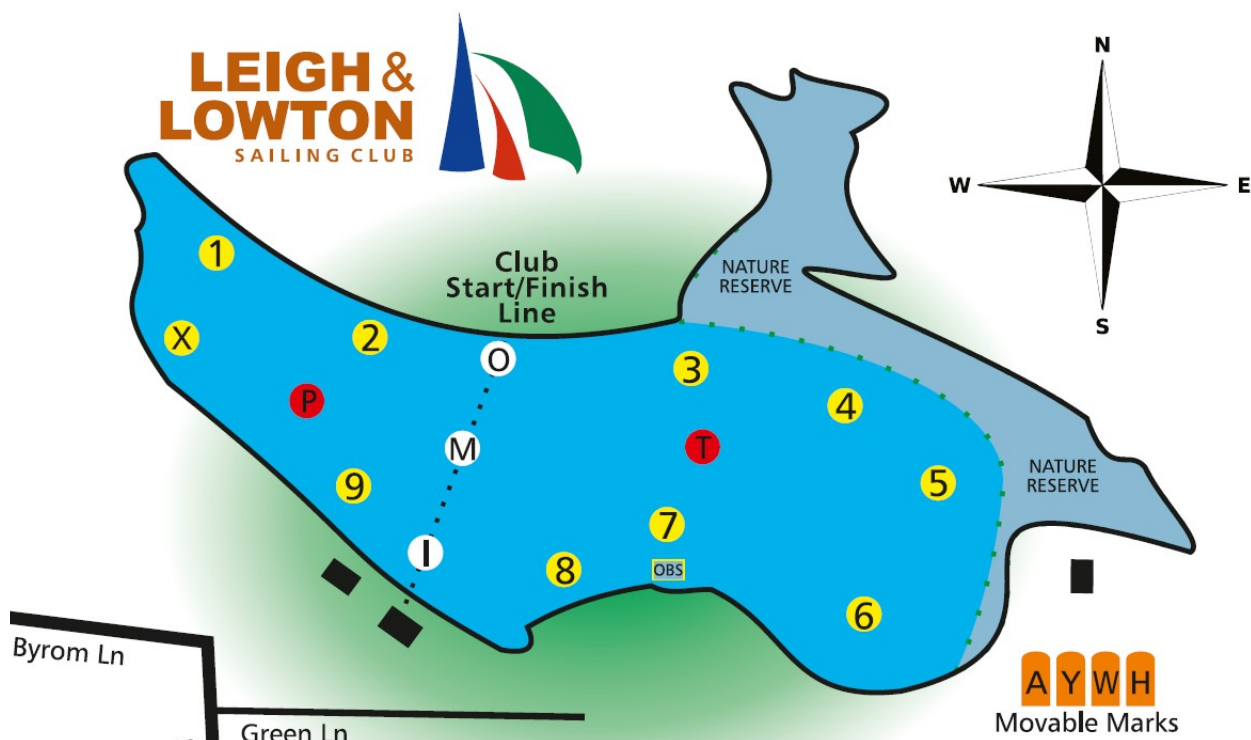




# LLSC Webcollect User Guide

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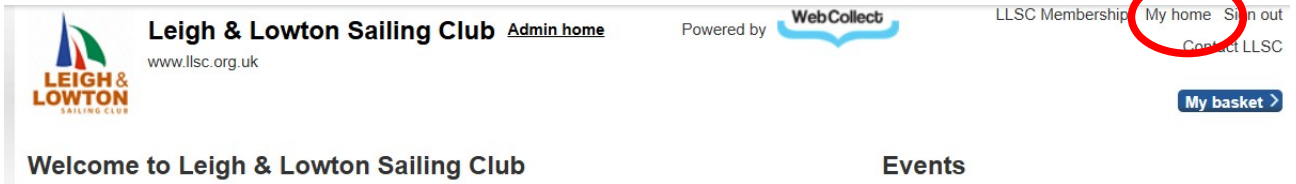


This document is best viewed on larger screens rather than mobile devices

[LLSCmembership@outlook.com](mailto:LLSCmembership@outlook.com)

# 1.Updating membership form

- 1 Login to webcollect.org.uk/LLSC
- 2 Click on My Home (Top Right)

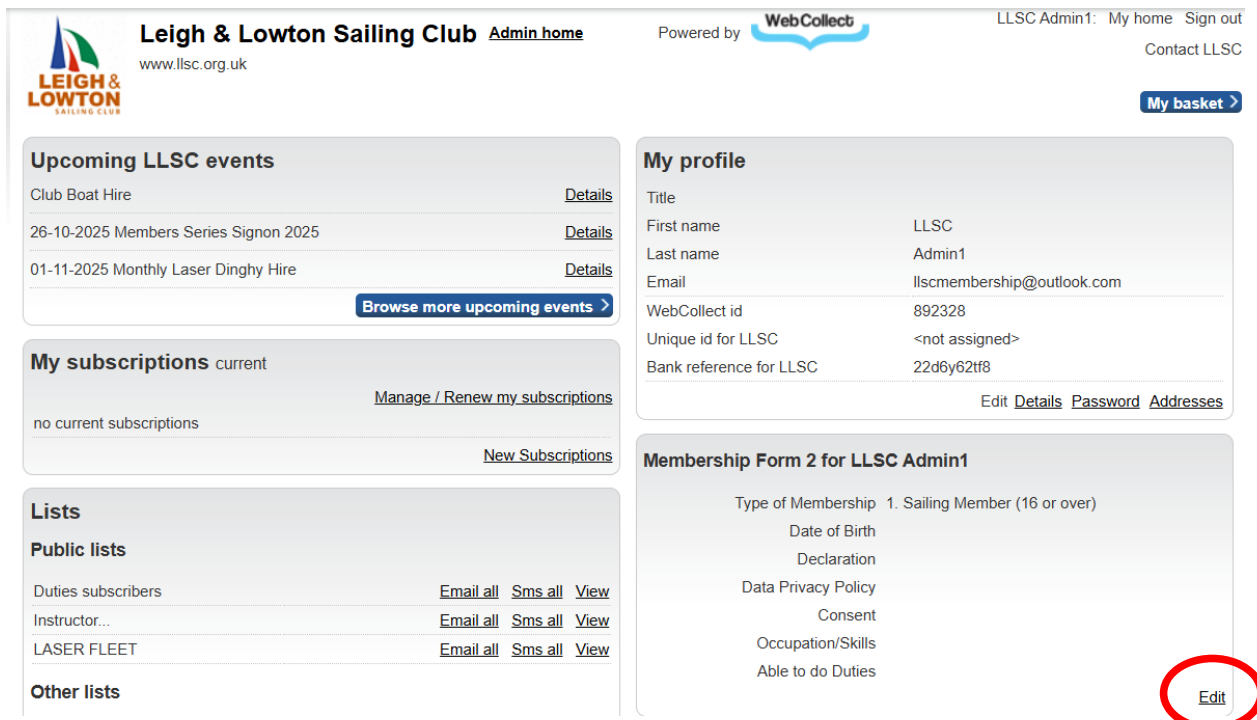


Leigh & Lowton Sailing Club [Admin home](#) Powered by [WebCollect](#) LLSC Membership [My home](#) [Sign out](#)  
www.llsc.org.uk [Contact LLSC](#)  
[My basket](#)

Welcome to Leigh & Lowton Sailing Club [Events](#)

- 3 Step 3.1 for **Individual Members** (Full, Youth, Senior, Canoe)  
Step 3.2 for **Family Memberships** (Family, Senior Family, Canoe Family, Junior and Guardian)  
Step 4 **Add/Remove additional members** to Family/ Junior and Guardian

## 3.1 Individual members - Click on Edit



Leigh & Lowton Sailing Club [Admin home](#) Powered by [WebCollect](#) LLSC Admin1: [My home](#) [Sign out](#)  
www.llsc.org.uk [Contact LLSC](#)  
[My basket](#)

**Upcoming LLSC events**

Club Boat Hire	<a href="#">Details</a>
26-10-2025 Members Series Signon 2025	<a href="#">Details</a>
01-11-2025 Monthly Laser Dinghy Hire	<a href="#">Details</a>

[Browse more upcoming events](#)

**My subscriptions** current [Manage / Renew my subscriptions](#)  
no current subscriptions [New Subscriptions](#)

**Lists**

**Public lists**

Duties subscribers	<a href="#">Email all</a> <a href="#">Sms all</a> <a href="#">View</a>
Instructor...	<a href="#">Email all</a> <a href="#">Sms all</a> <a href="#">View</a>
LASER FLEET	<a href="#">Email all</a> <a href="#">Sms all</a> <a href="#">View</a>

**Other lists**

**My profile**

Title	LLSC
First name	LLSC
Last name	Admin1
Email	llscmembership@outlook.com
WebCollect id	892328
Unique id for LLSC	<not assigned>
Bank reference for LLSC	22d6y62tf8

[Edit](#) [Details](#) [Password](#) [Addresses](#)

**Membership Form 2 for LLSC Admin1**

Type of Membership	1. Sailing Member (16 or over)
Date of Birth	
Declaration	
Data Privacy Policy	
Consent	
Occupation/Skills	
Able to do Duties	

[Edit](#)

### 3.1.1 Choose membership type

### 3.1.2 Complete details for member click save

3.1.2.1 All required fields must be completed in order to save members details.

3.1.2.2 All required fields must be completed to participate in club activities.

Membership Form 2 for LLSC Admin1

Membership Form 2 for LLSC Admin1

Type of Membership\* 1. Sailing Member (16 or over)  2. Junior Member (Under 16)  3. Parent of sailing member  4. Canoe Member  5. Model Yacht Member  6. Non-Sailing Member   
**\*\*ONLY SELECT NON-SAILING IF YOU HAVE PURCHASED A NON-SAILING MEMBERSHIP. THIS CANNOT BE SELECTED AS PART OF ANY OTHER MEMBERSHIP TYPE\*\***

Date of Birth\*

Declaration\*  I agree to the following:  
As our club is jointly owned and managed by our members on an entirely voluntary basis, I understand that I will be expected to undertake at least three duties each year. I confirm that my dinghy(s)/sailboard(s)/canoe(s)/paddle board(s) are insured against Third Party Risk to a minimum of £3,000,000. All persons listed on this membership agree to abide by all the rules and bylaws of Leigh and Lowton Sailing Club. I accept that membership details are stored in a computer based system. Parents/Guardians are responsible for the safety of young persons under the age of 18 years and must make arrangements for their supervision at all times.

Data Privacy Policy\*  I have read LLSC's Data Privacy Policy <https://llsc.org.uk/club-documents-2/>

Consent\* I consent to use of photos/videos(recommended)  I do not consent to use of photos/videos   
We would urge you to give consent, unless for example there is a child safeguarding issue. In line with the club's Child Protection Policy, I consent to my and my family's photographic images being published in club and other publications including the Internet in relation to club news. I also consent to photographic and video images being displayed at the club and/or used for training purposes. I hereby grant Leigh and Lowton Sailing Club full use of these images.

Occupation/Skills   
As the club is run by its members we rely on the members' skills for its ongoing success. Please let us know your profession and/or skills e.g. plumber, electrician, accountant, etc. and if you would be willing to use these skills from time to time in a voluntary capacity.

Able to do Duties\* Yes  No  If "No Duties" is selected you'll be asked to explain your reasoning e.g. ill health, non-sailing member on a family membership. Our safety boats and committee boat are not fully accessible; any members undertaking on the water duties, especially Rescue Assistants, must be willing and able to enter the water to assist casualties in the event of an emergency.

No Duties Reason\*  Please explain why you're exempt from duties

\* Required field

## 3.2 Family membership - Click on Membership Forms

Leigh & Lowton Sailing Club  
www.llsc.org.uk

Powered by WebCollect

LLSC Admin2: My home Sign out  
Contact LLSC

[My basket](#)

**Upcoming LLSC events**

Club Boat Hire	<a href="#">Details</a>
26-10-2025 Members Series Signon 2025	<a href="#">Details</a>
01-11-2025 Monthly Laser Dinghy Hire	<a href="#">Details</a>

[Browse more upcoming events](#)

**My subscriptions** current  
[Manage / Renew my subscriptions](#)  
no current subscriptions  
[New Subscriptions](#)

**Lists**

**Public lists**

Duties subscribers	<a href="#">View</a>
Instructor...	<a href="#">View</a>
LASER FLEET	<a href="#">View</a>

[View all](#)

**My profile**

Title	
First name	LLSC
Last name	Admin2
Email	llsc.admin2@temp.webcollect.org.uk <b>You have a temporary email address provided by WebCollect please click "Edit Details" to provide a real one.</b>
WebCollect id	910726
Unique id for LLSC	<not assigned>
Bank reference for LLSC	petygm8n94

[Edit](#) [Details](#) [Password](#) [Addresses](#)

**My family: Admin2 #575**

Name	Family admin
LLSC Admin2	Yes
LLSC Admin3	No

[Edit](#) [Members](#) [Detail](#) [Membership forms](#)

- 3.2.1 Select member
- 3.2.2 Choose membership type
- 3.2.3 Complete details for all member click save after each edit
  - 3.2.3.1 All required fields must be completed in order to save members details.
  - 3.2.3.2 **All required fields must be completed to participate in club activities.**
- 3.2.4 All members require their own membership form to add an extra member to family proceed to step 3.4 (Junior and Guardian members both require a webcollect account and corresponding form)
- 3.2.5 Once all members details are completed click proceed

Leigh & Lowton Sailing Club  
www.llsc.org.uk

Powered by WebCollect

LLSC Admin2: My home Sign out  
Contact LLSC

My account > Family details

Back to Family members > Proceed >

LLSC Admin2 LLSC Admin3

#### Member details

Title

First name

Last name

Email

Home phone

Mobile phone

Work phone

Date of birth

[Save >](#) [Cancel](#)

#### New address

House no. / Street\*

Postcode\*

Country

[Save >](#)

#### Membership Form 2 for LLSC Admin3

Type of Membership\* 1. Sailing Member (16 or over)  2. Junior Member (Under 16)  3. Parent of sailing member  4. Canoe Member  5. Model Yacht Member  6. Non-Sailing Member

**\*\*ONLY SELECT NON-SAILING IF YOU HAVE PURCHASED A NON-SAILING MEMBERSHIP. THIS CANNOT BE SELECTED AS PART OF ANY OTHER MEMBERSHIP TYPE\*\***

[Save >](#)

\* Required field

[Proceed >](#)

## 4 Add/ Remove Additional Members to Family details

If account shows **My Family Step 4.1** If not proceed to **Step 4.2**

### 4.1 Click Members

The screenshot shows the Leigh & Lowton Sailing Club website. The top navigation bar includes the club logo, name, website URL (www.llsc.org.uk), and a 'Powered by WebCollect' logo. On the right, there are links for 'LLSC Admin2: My home', 'Sign out', and 'Contact LLSC', along with a 'My basket' button.

The main content area is divided into several sections:

- Upcoming LLSC events:** Lists events like 'Club Boat Hire', '26-10-2025 Members Series Signon 2025', and '01-11-2025 Monthly Laser Dinghy Hire', each with a 'Details' link and a 'Browse more upcoming events' button.
- My subscriptions current:** Shows 'no current subscriptions' with links for 'Manage / Renew my subscriptions' and 'New Subscriptions'.
- Lists:** A section for 'Public lists' with items like 'Duties subscribers', 'Instructor...', and 'LASER FLEET', each with a 'View' link.
- My profile:** Displays user information such as 'Title', 'First name', 'Last name', 'Email', 'WebCollect id', 'Unique id for LLSC', and 'Bank reference for LLSC'. A red message states: 'You have a temporary email address provided by WebCollect please click "Edit Details" to provide a real one.'
- My family: Admin2 #575:** A table showing family members with columns for 'Name', 'Family admin', and 'LLSC Admin' status. The 'Members' link is circled in red.

#### 4.1.1 Add/ Remove New Family Member

4.1.2 Once all family members added click proceed this will take you to **Step 3.2.1** to complete membership forms

#### My account > Family members

Please review or complete the details of your family members for the clubs records.

#### Family members

Personal details	Family admin	Remove
LLSC Admin1 <llscmembership@outlook.com>	<input checked="" type="checkbox"/>	<a href="#">remove</a>
LLSC Admin2'	<input type="checkbox"/>	<a href="#">remove</a>

Family name  [Save changes >](#)

[Proceed to Family details >](#)

**Add new Family member**

First name\*

Last name\*

Has own email? Yes  No

Email

[Add >](#)

[Proceed to Family details >](#)

## 4.2 Follow section 2. New Memberships/ Additional Subscriptions

4.2.1 Complete steps 1 to step 8.1.2, **Step 3** add Family Membership

4.2.2 This will allow you to Add new Family Members.

4.2.3 Remove Family membership from basket

4.2.4 Follow section 1. **Updating Membership Forms** to complete form for new Family Members

## 2. New Memberships/ Additional Subscriptions

-How to take out initial membership-

-How to add a berth/ road trailer storage-

(Requires Valid Sailing Membership)

-To change to a different membership type-

Please email [llscmembership@outlook.com](mailto:llscmembership@outlook.com)

If advised follow this procedure to take out new membership

1 [webcollect.org.uk/LLSC](http://webcollect.org.uk/LLSC)

2 At the bottom of page New Subscriptions

The screenshot shows the Leigh & Lowton Sailing Club website. At the top left is the club logo and name, with the website URL [www.llsc.org.uk](http://www.llsc.org.uk). To the right, it says "Powered by WebCollect". Further right are links for "Sign in or Sign up!" and "Contact LLSC". A "My basket" button is also present.

The main heading is "Welcome to Leigh & Lowton Sailing Club". Below it, there is a note about logging in and a link to the main website. There are three main sections: "Junior Training", "Sailing Events", and "Club Membership", each with a list of instructions.


Below these sections is a grid of icons for various services: Events, Junior Training, Training, Social, Keys And Access Cards, Boat Hire, Compliance, and Powerboat Training.

On the right side, there is an "Events" section with a list of upcoming events. Each event entry includes a date, event name, location, and a "More Info/Enter" button. The events listed are:


- 13-09-2025: Members Series Signon 2025 (Where: Leigh & Lowton SC)
- 25-10-2025: RS200 Northern Tour 25th October '25
- 02-11-2025: Winter open series 2025/26
- 01-01-2026: Members Series Signon 2026 (Where: Leigh & Lowton SC)

At the bottom, there is a "Membership" section with the text "Join what's probably the best sailing club in the North of England!". It has two columns: "Existing Members" with buttons for "Renew subscriptions" and "Your Account Details", and "New Membership" with a button for "New Subscriptions" which is circled in red.

### 3 Add your required subscription to basket



**Leigh & Lowton Sailing Club**  
www.llsc.org.uk

Powered by 

Sign in or Sign up!  
Contact LLSC

[My basket >](#)

---

#### Subscriptions

Existing members [Renew >](#) your subscriptions here.

**Family** Annual End Date: 28th February Full Year Membership **£145.20**  
pro-rata price for 1/10 ⇒ 31/10

Sailing membership for two adults living together in a marriage or civil partnership and their children under 18 (at the 1st March) plus any child under 23 (at 1st March) in full time education whose main residence is with their parents.

Quantity

[Add to basket >](#)

All members are required to do 2-3 duties per year.

All Craft must be insured against Third Party Risk to a minimum of £3,000,000.

**2 boats sailing rights Included.**

**Reduced pricing in first year** (renewals at full price)

Full year price: £363	1/3 ⇒ 31/3	1/4 ⇒ 30/6	1/7 ⇒ 31/7	1/8 ⇒ 31/8	1/9 ⇒ 30/9	1/10 ⇒ 31/10	1/11 ⇒ 28/2
Full Year Membership	£363	£363	£290.40	£217.80	£145.20	£145.20	£363 *

\* Includes following year

**Full** Annual End Date: 28th February Full Year Membership **£113.60**  
pro-rata price for 1/10 ⇒ 31/10

Full membership for an adult that sails.

Quantity

[Add to basket >](#)

All members are required to do 2-3 duties per year.

All Craft must be insured against Third Party Risk to a minimum of £3,000,000.

**1 boats sailing rights Included.**

**Reduced pricing in first year** (renewals at full price)

Full year price: £284	1/3 ⇒ 31/3	1/4 ⇒ 30/6	1/7 ⇒ 31/7	1/8 ⇒ 31/8	1/9 ⇒ 30/9	1/10 ⇒ 31/10	1/11 ⇒ 28/2
Full Year Membership	£284	£284	£227.20	£170.40	£113.60	£113.60	£284 *

\* Includes following year

---

**Youth** Annual End Date: 28th February Full Year Membership **£52**  
pro-rata price for 1/10 ⇒ 31/10

A person who is, at the start of the club year (1<sup>st</sup> March), over the age of 18 and under the age of 25 or an adult in full time education. Evidence of full time education is required.

Quantity

[Add to basket >](#)

All members are required to do 2-3 duties per year.

All Craft must be insured against Third Party Risk to a minimum of £3,000,000.

**1 boats sailing rights Included.**

**Reduced pricing in first year** (renewals at full price)

Full year price: £130	1/3 ⇒ 31/3	1/4 ⇒ 30/6	1/7 ⇒ 31/7	1/8 ⇒ 31/8	1/9 ⇒ 30/9	1/10 ⇒ 31/10	1/11 ⇒ 28/2
Full Year Membership	£130	£130	£104	£78	£52	£52	£130 *

\* Includes following year

**Junior and Guardian** Annual End Date: 28th February Full Year Membership **£60**  
pro-rata price for 1/10 ⇒ 31/10

This category is for a child aged under 18 years old and includes membership of the club for the Parent/Guardian(s). They have access to the club premises but no sailing rights and no voting rights. Parent/Guardian is required to do 2-3 duties per year.

Quantity

[Add to basket >](#)

All Craft must be insured against Third Party Risk to a minimum of £3,000,000.

**1 boats sailing rights Included.**

**Reduced pricing in first year** (renewals at full price)

Full year price: £150	1/3 ⇒ 31/3	1/4 ⇒ 30/6	1/7 ⇒ 31/7	1/8 ⇒ 31/8	1/9 ⇒ 30/9	1/10 ⇒ 31/10	1/11 ⇒ 28/2
Full Year Membership	£150	£150	£120	£90	£60	£60	£150 *

\* Includes following year

---

**Extra Sailing Rights** Annual End Date: 28th February Extra Boat Rights **£36**

Extra sailing rights (ie. extra berth space on the boat park) can be requested if you have more boats than your membership category allows for. A valid Membership is required (Full, Family, Senior).

Quantity

[Add to basket >](#)

**Non-Sailing Member** Annual End Date: 28th February Full Year Membership **£36**

Is open to past sailing members or those who have a connection to a current sailing member and do not wish to sail.

Quantity

[Add to basket >](#)

This membership class does not have voting rights

---

**Canoe Family** Annual End Date: 28th February

- 4 My Basket will show memberships in basket
- 5 Once all required items have been added click Checkout

Leigh & Lowton Sailing Club  
www.llsc.org.uk

Powered by WebCollect

Sign in or Sign up!  
Contact LLSC

**Subscriptions**  
Existing members [Renew](#) your subscriptions here.

**Family** Annual End Date: 28th February Full Year Membership £145.20  
pro-rata price for 1/10 ⇒ 31/10

Sailing membership for two adults living together in a marriage or civil partnership and their children under 18 (at the 1st March) plus any child under 23 (at 1st March) in full time education whose main residence is with their parents.

All members are required to do 2-3 duties per year.

Quantity

[Add to basket](#)

**My basket**

Close  
Added to Basket  
1 x Extra Sailing Rights - Extra Boat Rights (E1)

Product	Price
Extra Sailing Rights - Extra Boat Rights (E1)	£36
Family - Full Year Membership (F1)	£145.20
<b>Total</b>	<b>£181.20</b>

Close [Checkout](#)

## 6 Login or Sign up to webcollect

Leigh & Lowton Sailing Club  
www.llsc.org.uk

Powered by WebCollect

Sign in or Sign up!  
Contact LLSC

[My basket](#) [Checkout](#)

Already have an account with WebCollect?  
**Sign in**

E-mail

Password

[Login](#)

Create a new account with WebCollect  
**Sign up**

Hover your mouse over the blue question marks if you aren't sure who/what details to enter.

for myself  
 for my Family (or someone in my care)

Your Information

- 7 Please Fill in Details-Click Save to continue  
(If already a webcollect user please edit details on membership forms if required)

Leigh & Lowton Sailing Club [Admin home](#)  
www.llsc.org.uk

Powered by WebCollect

Contact LLSC

[My basket](#)

**Checkout > Address**  
Please provide an address...

House no. / Street\*

Postcode\*

Country

[Save](#) [Cancel](#)

## 8 Step 8.1 for Family Membership/Step 8.2 for Individual Membership

### 8.1 Family Membership:

**8.1.1** Please Review, Add new Family members or Complete details as required. To continue click proceed

**8.1.2** Please Complete/ Review all Family Members (Each Family Member has their own tab)

Leigh & Lowton Sailing Club [Admin home](#) [www.llsc.org.uk](#) Powered by [WebCollect](#) Contact LLSC [My basket >](#)

**Checkout > Family members**  
Please review or complete the details of your family members for the clubs records.

Personal details	Family admin ?	Remove ?
LLSC Admin1 <llscmembership@outlook.com>	<input checked="" type="checkbox"/>	

**Add new Family member**

First name\*  ?  
Last name\*  ?  
Has own email? Yes  No   
Email  ?  
**Add >**

**Proceed to Family details and checkout >**

Leigh & Lowton Sailing Club [www.llsc.org.uk](#) Powered by [WebCollect](#) Contact LLSC [My basket >](#)

**Checkout > Family**  
Please complete/review this information before proceeding to checkout

[Back to Family members >](#) [Proceed to checkout >](#)

LLSC Admin2 LLSC Admin3

**Member details**

Title  ?  
First name  LLSC ?  
Last name  Admin2 ?  
Email  llsc.admin2@temp.webcollect.org.uk ?  
Home phone  ?  
Mobile phone  ?  
Work phone  ?  
Date of birth  ?  
**Save >** **Cancel**

**Addresses**

House no. / Street\*  LLSC ?  
 ?  
 ?  
 ?  
Postcode\*  WA3 1BQ ?  
Country  United Kingdom ?  
**Save >** **Cancel** **Remove**

**Proceed to checkout >**

## 8.2 Individual Memberships:

8.2.1 To continue click confirm and proceed

8.2.2 Review Details. To continue click Save and Proceed

The image shows two screenshots of the Leigh & Lowton Sailing Club website. The top screenshot displays the 'Assign members to subscriptions' page. It features a table with two columns: 'Subscription' and 'Assigned to'. The first row shows 'Full - Full Year Membership (F2)' assigned to 'LLSC Admin1' with a 'Change' link. A red circle highlights the 'Confirm and Proceed >' button below the table. The bottom screenshot shows the 'My account > My details' page. It contains a form with fields for Title, First name (LLSC), Last name (Admin1), Email (llscmembership@outlook.com), Home phone, Mobile phone, Work phone, and Date of birth. A red circle highlights the 'Save and proceed to checkout >' button at the bottom of the form. Both screenshots include the club's logo, name, website URL (www.llsc.org.uk), and a 'My basket >' button in the top right corner.

**Leigh & Lowton Sailing Club**  
www.llsc.org.uk

Powered by **WebCollect**

Contact LLSC

**My basket >**

### Assign members to subscriptions

Please confirm who these items are for.

Subscription	Assigned to
Full - Full Year Membership (F2)	LLSC Admin1 <a href="#">Change</a>

**Confirm and Proceed >**

**Leigh & Lowton Sailing Club**  
www.llsc.org.uk

Powered by **WebCollect**

Contact LLSC

**My basket >**

### My account > My details

Title  ?

First name  ?

Last name  ?

Email  ?

Home phone  ?

Mobile phone  ?

Work phone  ?

Date of birth  ?

**Save and proceed to checkout >**

## 9 Complete Membership/Berth form corresponding to your membership. (Multiple forms will be required for Family Memberships) To Save form all required Fields must be completed (DOB, Declaration, Data Privacy Policy, Consent and Able to do Duties)

Leigh & Lowton Sailing Club  
www.llsc.org.uk

Powered by **WebCollect**

Contact LLSC

**My basket >**

Please complete/review ...

Membership Form 2 for LLSC Admin1

Type of Membership\* 1. Sailing Member (16 or over)  2. Junior Member (Under 16)  3. Parent of sailing member  4. Canoe Member  5. Model Yacht Member  6. Non-Sailing Member

**\*\*ONLY SELECT NON-SAILING IF YOU HAVE PURCHASED A NON-SAILING MEMBERSHIP. THIS CANNOT BE SELECTED AS PART OF ANY OTHER MEMBERSHIP TYPE\*\***

Date of Birth\*

Declaration\*  I agree to the following:

As our club is jointly owned and managed by our members on an entirely voluntary basis, I understand that I will be expected to undertake at least three duties each year.  
I confirm that my dinghy(s)/sailboard(s)/canoe(s)/paddle board(s) are insured against Third Party Risk to a minimum of £3,000,000.  
All persons listed on this membership agree to abide by all the rules and bylaws of Leigh and Lowton Sailing Club. I accept that membership details are stored in a computer based system. Parents/Guardians are responsible for the safety of young persons under the age of 18 years and must make arrangements for their supervision at all times.

Data Privacy Policy\*  I have read LLSC's Data Privacy Policy <https://llsc.org.uk/club-documents-2/>

Consent\*  I consent to use of photos/videos(recommended)  I do not consent to use of photos/videos

We would urge you to give consent, unless for example there is a child safeguarding issue.  
In line with the club's Child Protection Policy, I consent to my and my family's photographic images being published in club and other publications including the Internet in relation to club news. I also consent to photographic and video images being displayed at the club and/or used for training purposes. I hereby grant Leigh and Lowton Sailing Club full use of these images.

Occupation/Skills

As the club is run by its members we rely on the members' skills for its ongoing success. Please let us know your profession and/or skills e.g. plumber, electrician, accountant, etc. and if you would be willing to use these skills from time to time in a voluntary capacity.

Able to do Duties\*  Yes  No  If "No Duties" is selected you'll be asked to explain your reasoning e.g. ill health, non-sailing member on a family membership.  
Our safety boats and committee boat are not fully accessible; any members undertaking on the water duties, especially Rescue Assistants, must be willing and able to enter the water to assist casualties in the event of an emergency.

**Save >**

Leigh & Lowton Sailing Club  
www.llsc.org.uk

Powered by **WebCollect**

Contact LLSC

**My basket >**

Checkout > Forms

Please complete/review this information and save to proceed

**Extra Sailing Rights - Extra Boat Rights (E1)**

1 Boat Extra

Details of extra boat.

Boat Class

Sail Number

Usual Helms Name

Sticker

Berth

**Save >**

## 10 Confirm order items are correct and select payment type

### 10.1 For more information on paying please go to **paying with webcollect (Section 3)**

## 11 Click Enter Payment to checkout

### 3.Paying with Webcollect

To help reduce the clubs charges, we kindly requests that members use Online Direct Debit (GoCardless) rather than PayPal or credit/debit cards

#### 11.1 Choose one of the payment options and enter Payment

Leigh & Lowton Sailing Club  
www.llsc.org.uk

Powered by WebCollect

Contact LLSC

My basket >

Checkout > Order summary  
Please review your order and make any changes...

Order summary

1 item(s)	£113.60
<b>Order total</b>	<b>£113.60</b>

Pay by

Online Direct Debit ?

Paypal and Credit / Debit cards ?

**Enter payment >**

Order items

Product		Form	Price
Full - Full Year Membership (F2) Assigned to: LLSC Admin1 <a href="#">change</a>	<a href="#">Remove</a>	<a href="#">form data</a>	£113.60

**11.1.1** Online Direct Debit (Preferred Payment method)- Creates a one off Direct Debit from your Bank Account and takes the full payment amount. Handled by Gocardless (Payment taken roughly 7 days after checkout)

**11.1.2** PayPal and Credit/ Debit Cards- Option to pay with PayPal account or to Pay with Credit/ Debit Card PayPal will handle the transaction (no PayPal account required). If you don't wish to create a PayPal account please remember to untick Save Information & create your PayPal account.

Save information & create your PayPal account



Shop more easily with PayPal



Shop millions of sellers



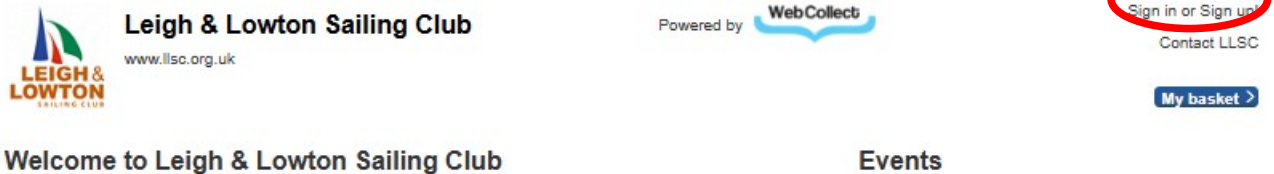
Save big with great deals

# 4. Ordering Access Cards

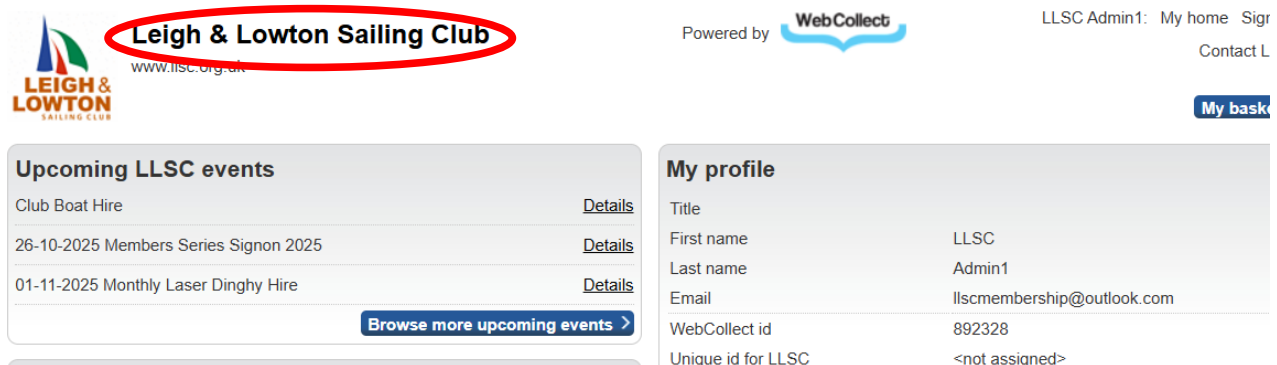
(Must have a valid Subscription/Membership)

New members are able to order an initial door access card free of charge. (Max 1 Initial(New Membership) access card free per household ) Replacement or additional cards will be issued for a fee.

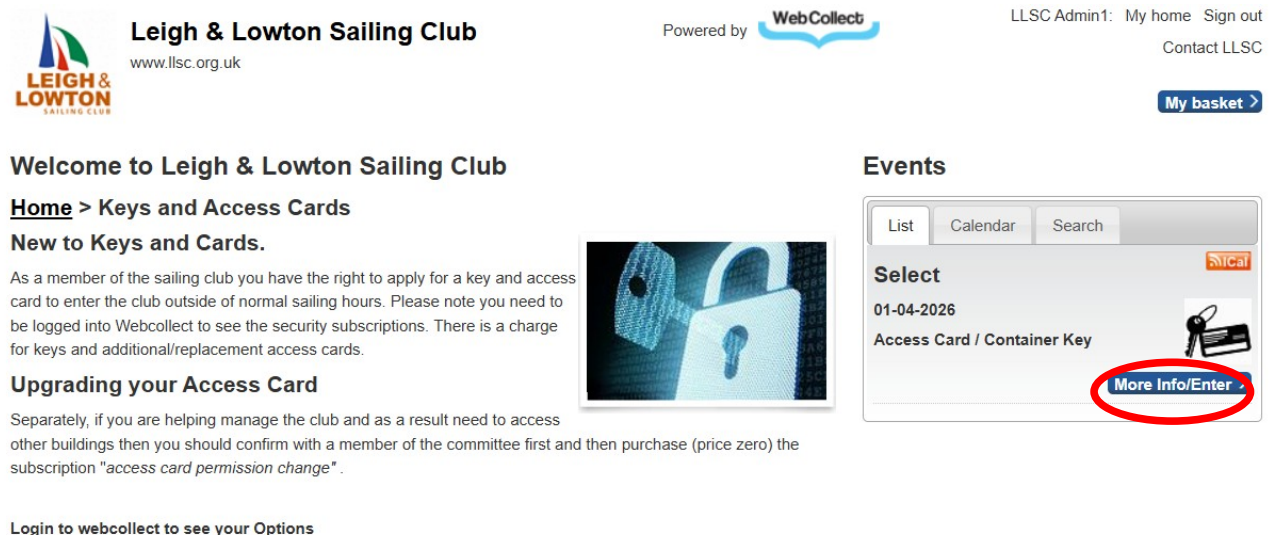
## 1. Login to webcollect.org.uk/LLSC



## 2. Click Leigh & Lowton Sailing Club or <https://webcollect.org.uk/llsc/category/other>



## 3. Select More Info/Enter (Must be logged in to view)



#### 4. Select required key or Access Card

1. Initial(New Membership) is limited to 1 free card per household
2. Select for additional/replacement for extra card
3. Only Click Next if Access card permission changes are required

Home > Keys and Access Cards > Access Card / Container Key



#### Access Card / Container Key SICAL

Please note that it could take up to a week for your request to be processed.

1. A container key will give access to the spars container for Topper and Laser Spars.
2. An access card will give access through the main entrance gate and through the outer clubhouse door to the changing rooms and toilets. Further permissions can be requested by selecting access card permission change in webcollect after gaining approval from a committee member. NOTE THAT THESE EXTRA PERMISSIONS ARE ONLY AVAILABLE TO EXECUTIVE COMMITTEE MEMBERS, COXES AND MEMBERS WHO ARE ACTIVE TRAINERS FOR THE CLUB.
3. PLEASE NOTE THAT ACCESS CARDS ARE ONLY AVAILABLE TO SAILING AND CANOE MEMBERS
4. New members are able to order an initial door access card free of charge. (Max 1 Initial(New Membership) access card free per household ) Replacement or additional cards will be issued for a fee.
5. Please note that access cards and keys must be returned at the end of your membership.



Access is a privilege not a membership right. The committee reserve the right to refuse or withdraw access at any time.

**Note:** Please don't request a key unless you need it for the spar container. The container is located at the side of the car park and is provided for members to store Laser/Topper/Optimist spars and sails as necessary. PLEASE ENSURE THAT THE CONTAINER IS LOCKED AT THE END OF EACH DAYS SAILING. DO NOT ASSUME THAT SOMEONE ELSE WILL LOCK THE CONTAINER AFTER YOU.

Contact: [Mike Baldwin](#)

Step 1 - Detail			Step 2 - Detail		
Description	Ignore Date	Select	Type	Price	
Door Access Card	01-04-2026	<input checked="" type="radio"/>	Initial(New Membership)	£0	<input checked="" type="radio"/>
Spar Container Key	01-04-2026	<input type="radio"/>	Additional/Replacement	£15	<input type="radio"/>

[Add to basket >](#)



#### 5. Once selection complete click add to basket

#### 6. To finish order Checkout

Leigh & Lowton Sailing Club  
www.llsc.org.uk  
Powered by WebCollect  
LLSC Admin1: My home Sign out  
Contact LLSC  
[My basket >](#) [Checkout >](#)  
Home > Keys and Access Cards > Access Card / Container Key  
1 Access Card / Container Key 2 Access card permission change Next >

#### 7. Please Confirm order items are correct and select payment type

1. For more information on paying please go to **Paying with Webcollect (Section 3)**

#### 8. Click Enter Payment to checkout

## 5. Renewals

Club Membership expires on February 28<sup>th</sup> each year. Please renew before March 31<sup>st</sup> otherwise a late payment fee of 10% will be levied.

All Members **must** sign into Webcollect and update their Membership Form (User Guide 1. Updating Membership Forms)

Club members are required to complete 3-4 duties per year; this includes all members 16 years and older.

1. Members with an **active Direct Debit (GoCardless)** do not need to manually renew your membership or re enter details to pay for events, training etc.
2. Members without an active Direct Debit (**PayPal/Debit and Credit Card**) or have **previously paid using PayPal** must manually renew membership.
3. Members wishing to add extra memberships/subscriptions e.g. Berthing Rights/Trailer Storage follow Webcollect user Guide 2. New Memberships / Additional Subscriptions

### Webcollect Renewal Process

- 1 Login to [Webcollect.org.uk/LLSC](http://Webcollect.org.uk/LLSC)
- 2 Members can check whether they have an active direct debit under Payment Methods shown in My Profile
  - 2.1 If account has an active Direct Debit and you have previously paid your membership by Direct Debit
  - 2.2 Subscriptions are correct.
  - 2.3 Finish renewal process by checking Membership Forms (Guide Section 1. Membership Forms)

### 3 For Members without active Direct Debit Click Manage/Renew my Subscriptions

Leigh & Lowton Sailing Club  
www.llsc.org.uk

Powered by **WebCollect**

LLSC Admin1: My home Sign out  
Contact LLSC

**My profile**

Title  
First name LLSC  
Last name Admin1  
Email llsmembership@outlook.com  
WebCollect id 892328  
Unique id for LLSC <not assigned>  
Bank reference for LLSC 22d6y62tf8

Edit [Details](#) [Password](#) [Address](#) [Payment methods](#)

**Upcoming LLSC events**

Club Boat Hire [Details](#)  
26-10-2025 Members Series Signon 2025 [Details](#)  
01-11-2025 Monthly Laser Dinghy Hire [Details](#)

[Browse more upcoming events >](#)

**My subscriptions** current

[Manage / Renew my subscriptions >](#)

Full - Full Year Membership - LLSC Admin1 28-02-2026  
[New Subscriptions](#)

**Membership Form 2 for LLSC Admin1**

### 4 Renew All/ Renew if only renewing some of the subscriptions

Leigh & Lowton Sailing Club  
www.llsc.org.uk

Powered by **WebCollect**

LLSC Admin1: My home Sign out  
Contact LLSC

**My account > My Subscriptions**

LLSC Admin1

Renew your current subscriptions from this page first. Then Click on "Buy a different subscription" and select any additional subscriptions from there.

[Buy a different subscription](#) [Renew all >](#)

Subscription	Belongs to	Members	Mem no	Form details	Start date	End date	Renewal amount
Full - Full Year Membership (F2)	LLSC Admin1			<a href="#">View/edit</a>	14-10-2025	28-02-2026	Full Year Membership - £284

[Renew >](#)

[Back](#)

5 Subscriptions are added to Basket

6 Checkout and confirm account details

7 For more information on Payment methods (**Webcollect Guide 3. Paying with Webcollect**)

## **6.Cancelling Membership / Subscription**

If you do not wish for your subscription to renew for the subsequent year

- 1** Step 1.1 for Direct Debit/Step 1.2 for Paypal/ Card Payment
  - 1.1** Paid by Direct Debit (GoCardless) please do not cancel via bank without first contacting [llscmembership@outlook.com](mailto:llscmembership@outlook.com)
  - 1.2** Paid by Paypal/Debit and Credit Card memberships/subscriptions will not automatically renew please advise [llscmembership@outlook.com](mailto:llscmembership@outlook.com)
- 2** Return access card
  - 2.1** Return to committee member in person or postbox next to side gate
  - 2.2** Post to LLSC, Green Lane, Lowton, Warrington, WA3 1BJ