# **Cerebral Palsy Society website**

## **Membership Dashboard Payment Process**

1. Go to <u>www.cerebralpalsy.org.nz</u>, click on the Dashboard button and log in using your email address and password



#### 2. Once logged in click on the large blue Dashboard button



#### 3. Click on the green Payment button

Matt Test			
#0239 Since 13 Peblodity 2023	Apply Individual Grant	Apply For a Programme	
Profile History Files Vouchers Log	jout		
		SAV	Έ

### 4. Click on Payment Plan

$\bigcirc$	Matt Test		Alerts Ø Payments		
S	#6239 Since 13 February 2023	Apply Individual Grant	Apply For a	Matt Test's Payment Plans	
Profile H	listory Files Vouchers	Logout			
				SAVE	

### 5. Click on Make a payment

Payment Plan: 349999   Type: Purchase   Transaction: tr_tr24a15f3be697681678053780431   Method: Other   Status: Active	2		Invoice Update	ed: 6 March 2023 ed: 6 March 2023
Item		Base	Qty	Amt
Individual Membership (Yearly)		\$10.00	1	\$10.00
	Subtotal		1	\$10.00
	Amount			\$10.00
Next Payment Due: 30 June 2025	autopa	ay Ø	Make a	Payment
Renews Yearly				

6. Fill in required information and credit card details

	Amt	Qty	Sum
Invoice# 349999 Individual Membership (Yearly)	\$10.00	1	\$10.00
	2.0.00	Total 🗸	\$10.00
Account Details			
First Name*			
ast Name *			
Test			
Street * Typically, this is a street address			
Street line 2 Typically, this is a unit, suite or apart	tment		
City*			
Region			
Country*			
Postal Code *			
Payment Details			
Card number		MM	/YY CVC
		Com	plete Transaction
		Corr	plete Transactio
Click on Complete	transa	ction	