



**Fellow divers,**

It's time to renew your Ajax Scuba Club membership for 2018.

**Please read the instructions carefully!**

Renewal Instructions:

1. Go online to <http://www.ajaxscubaclub.on.ca>
2. Under members, double click and sign in. (If you have forgotten your password, tick "I forgot my password" and it will be sent to your email address. If you have any other issues, send a note to: [webmaster@ajaxscubaclub.on.ca](mailto:webmaster@ajaxscubaclub.on.ca))
3. Once you have signed in:
  - Select "Update information". Review and update as required. Select "Update" when completed, then "Back to my account".
  - Select "Update Medical Information and Emergency Contacts" and update your emergency contacts and any medical conditions that the Divemaster should be aware of. Select "Update" when completed, then "Back to my account".
  - Review and update "My Certifications" & "My Experience". These sections will auto save.

**IT IS MANDATORY THAT YOU UPDATE YOUR PROFILE ON THE WEBSITE**

4. Under "My Documents":
  - Read/review the ASC Diver Responsibilities (no need to print or initial)
  - Print and complete the ASC Waiver (don't forget to have it witnessed)
5. Pay your membership fees, using one of the 2 preferred payment methods:
  - Interac e-Transfer (via your online banking, use the [treasurer@ajaxscubaclub.on.ca](mailto:treasurer@ajaxscubaclub.on.ca) email; **suggested security Q: "who is our president", A: "Rick"**)
  - Cheque, payable to the Ajax Scuba Club

Membership Type	Ajax Scuba Club fee	OUC Insurance	Total Due
<b>Annual/Single</b>	\$ 40.00	\$ 40.00	<b>\$ 80.00</b>
<b>Each additional family member</b>	\$ 20.00	\$ 40.00	<b>\$ 60.00</b>
<b>Lifetime member*</b>	\$ 0.00	\$ 0.00	<b>\$ 0.00</b>
<b>Social</b>	\$ 10.00	\$ 0.00	<b>\$ 10.00</b>

\*Note: family of a Lifetime member pay the additional family member fees (i.e. \$60.00).

5. **Mail the completed and signed Waiver** (and cheque, if applicable) to:

Ajax Scuba Club  
P.O. Box 14528  
75 Bayly St. W  
Ajax, Ontario  
L1S 7K7

**OR: email a pdf version of the signed Waiver to: [vice-president@ajaxscubaclub.on.ca](mailto:vice-president@ajaxscubaclub.on.ca)**