

Go to the Sunbeam Alpine Owners Webpage

Join Tab

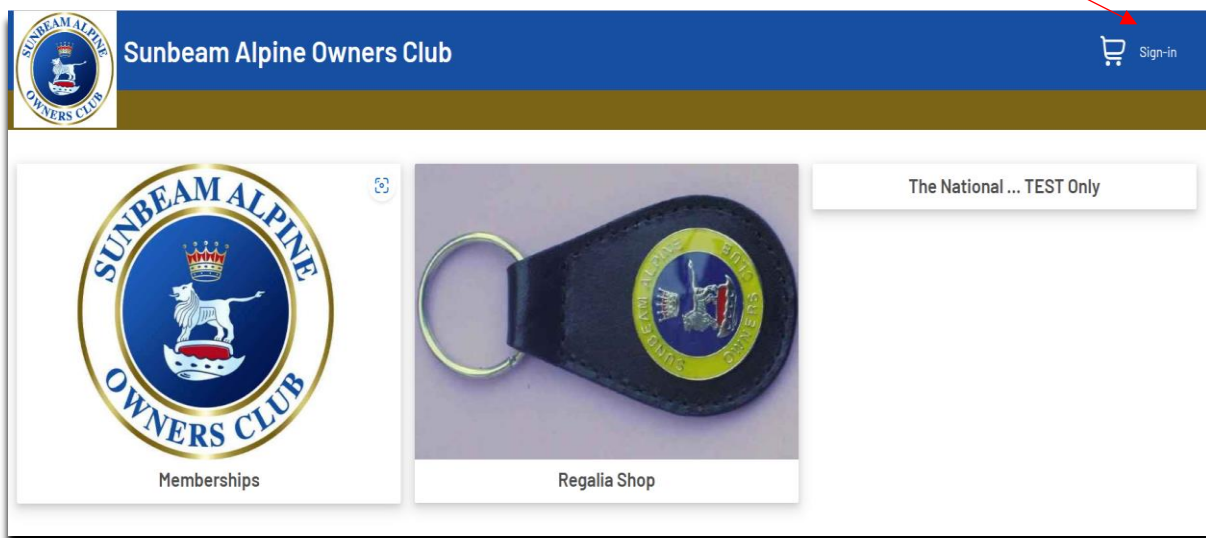
Select New Membership UK and Europe OR rest of world.

Click on the link **Ready to Join? Click Here**

<https://app.joinin.online/#/app/joinin/organisation/shop/590639ac-746c-40d9-b9b9-4124b66dc800>

The following screen will appear

Click on Sign-in



You are required to create an account on the joinin> system – see the next page for more instructions.

The following window will open
Choose **Create account**

Sign into your account

Email address

Password

Help signing in

Reset password

Sign in

Create a joinin account

Create account

joinin>
Powered By
loveadmin

A new window opens – you are required to add your email address, a password plus your personal details ie name, address date of birth, telephone number etc. Once you have completed the form, click on Register. Your account will now be created.

Please check your email inbox for the verification email sent to you by LoveAdmin/Sunbeam Alpine Owners Club. You are required to verify your account by following the instructions on the email. Check your “junk” inbox if there is not an email in your main Inbox.

[< Back To Sign In](#)
×

Sunbeam Alpine Owners Club uses joinin so you can manage your information and payments easily online.

If you are trying to create an account for a child or other dependant, you will add them to your account later.

In this step, you should create an account for yourself, with your details.

Your email *

Please input your email

Password *

Please input your password

Confirm password *

Your first name *

The sign in screen

Add your email address plus the password you added when you created your account.

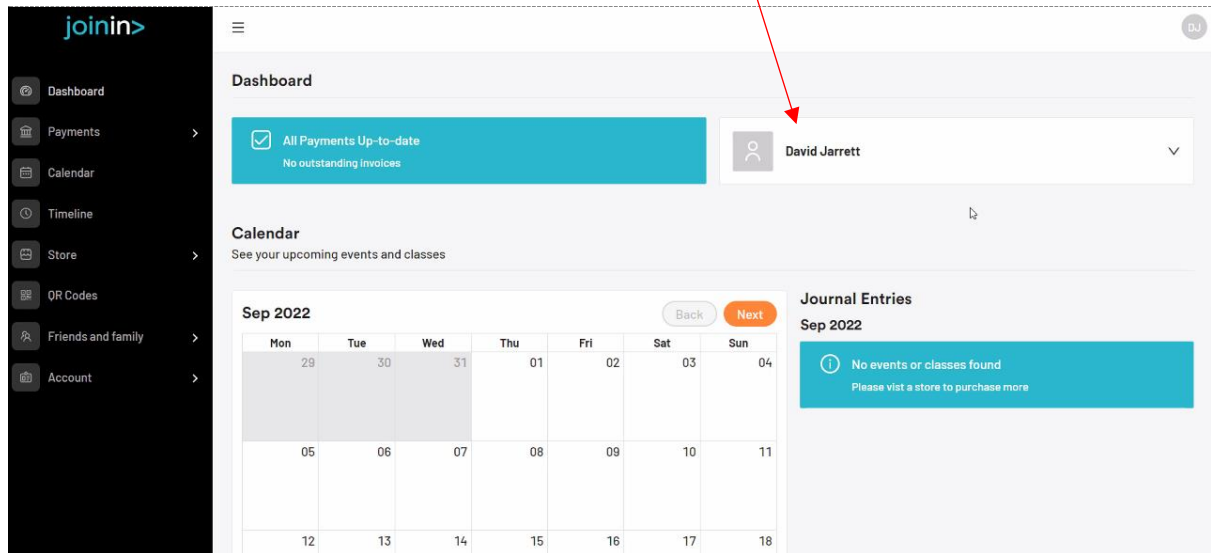
Sign into your account

[Help signing in](#)
[Reset password](#)

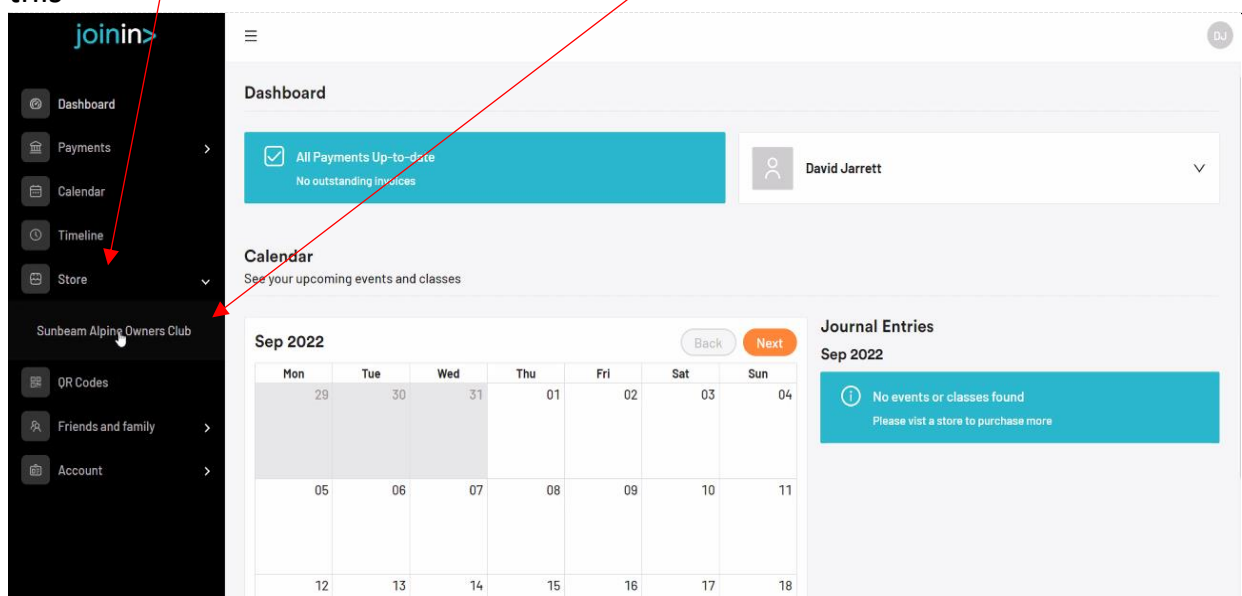
Ready to take part?

You're here because your club or organisation uses joinin's software. Sign in to your account to register for classes, renew memberships, buy merchandise, and so much more!

A new screen will open that looks like this; this is your joinin> Dashboard screen. You should see your name in this field
If your name is not here, check you have correctly signed in on the Sign in screen



Go to Store Click on it, you will see Sunbeam Alpine Owners Club – Click on this

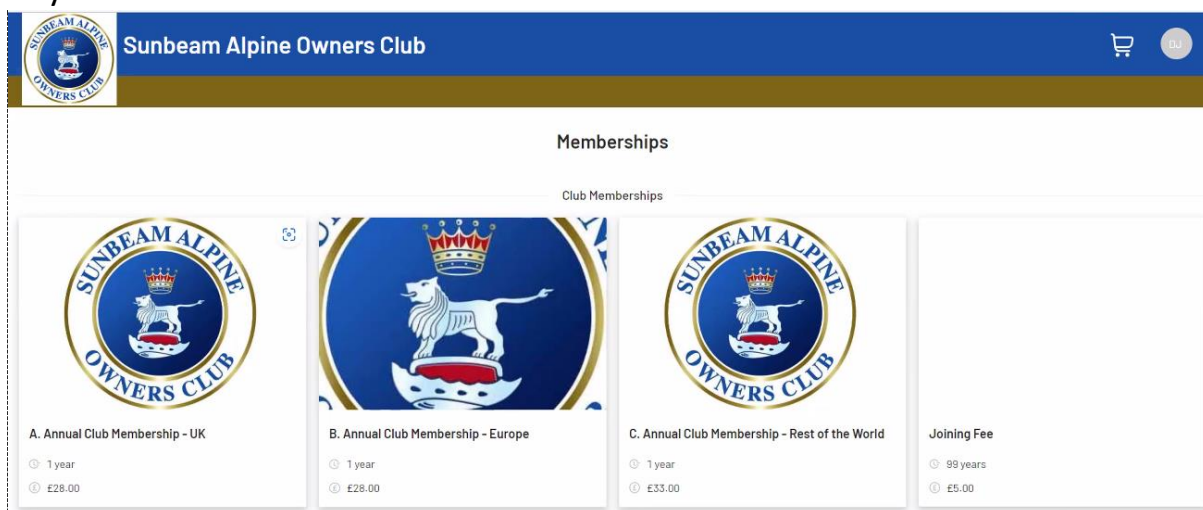


Note: Joint membership has now been replaced with the annual membership – you now have the option to add your other member to the Friends & Family section within your joinin> account. We are no longer charging extra for the additional person.

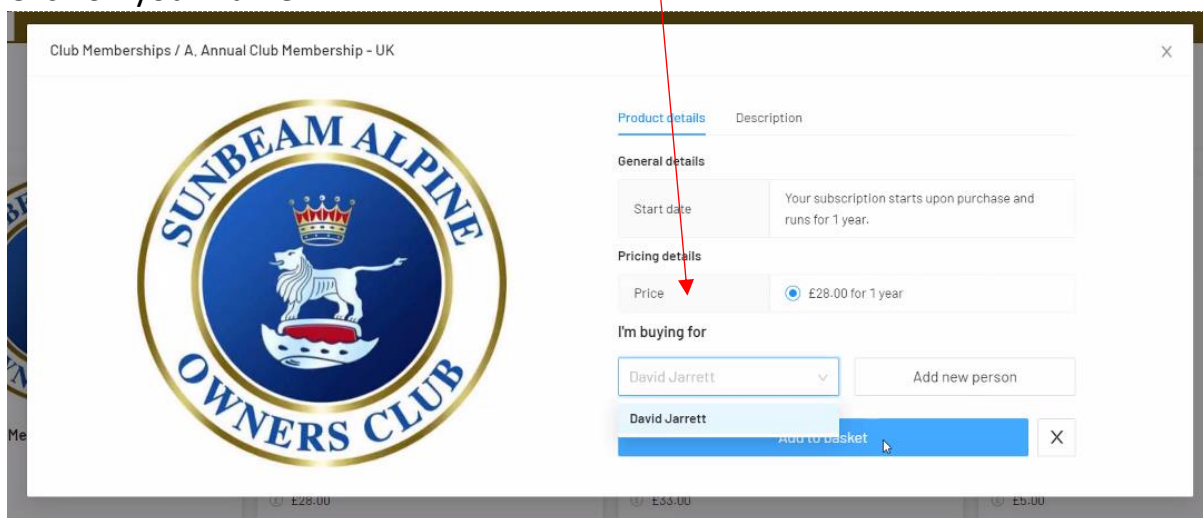
The following screen will open up – this is the Store where you can buy the membership
Click on **Memberships**



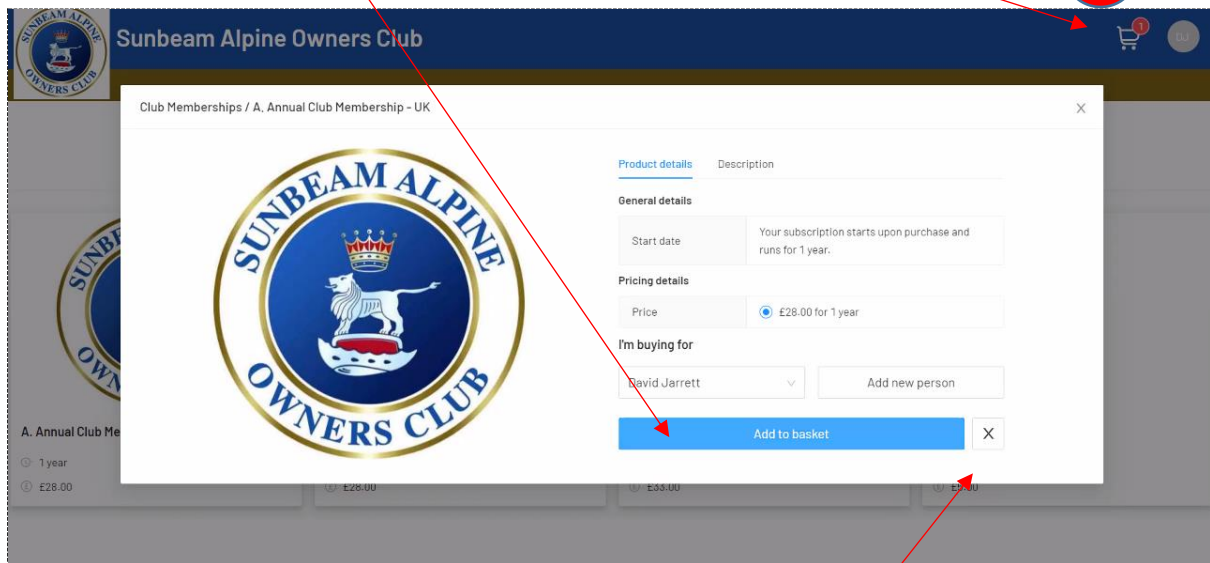
The following screen will open up Choose which Membership you want to buy Click on it



This is how the UK Membership will look. Click in the **I'm buying for** box.
Click on your name.



Click on **Add to basket**. When done, look at the top right-hand side of the screen to the shopping basket symbol. You will see a small red circle **1**

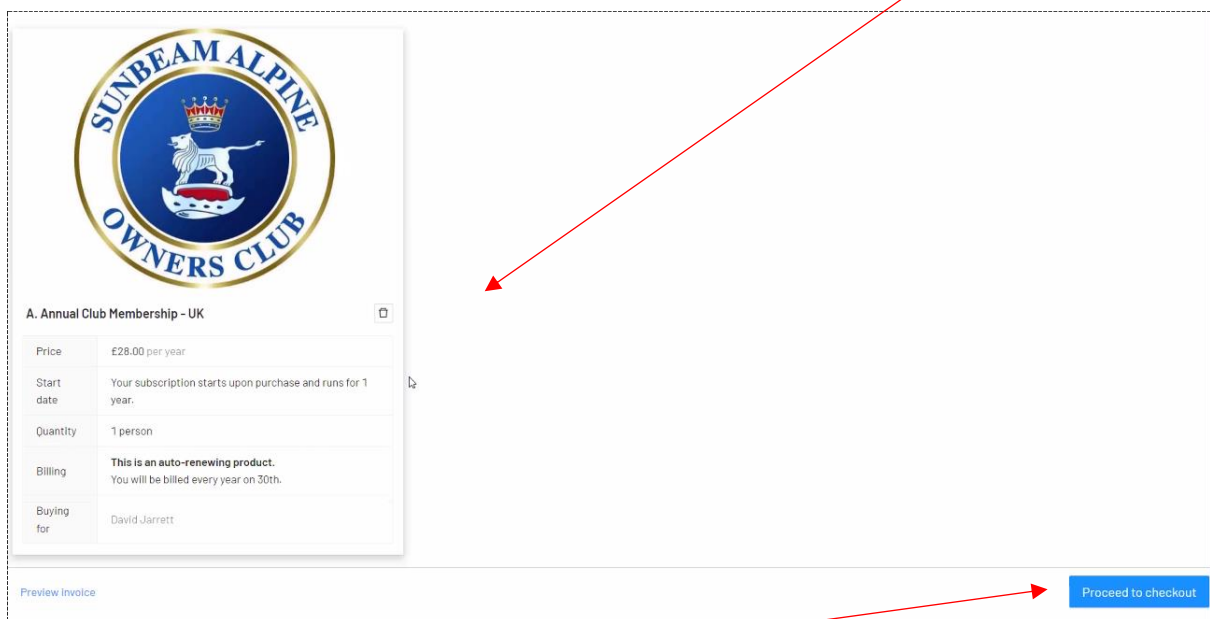


If there is a red circle in the basket **1** Click on the X to close the small screen.

If there isn't a red circle, wait to see it appears in a few minutes. If it doesn't, click again on **Add to basket**. *New members are required to also buy the Joining Fee*

Click on the shopping trolley to **View your basket and checkout**
The screen will show the Membership you are buying.

UK will look like this




Click on **Proceed to checkout**

This screen asks you to check you are buying if for the right person.

Click **Next**

Who are you buying for Consents Additional information Payment providers Mandates Confirm

Please review the people you're buying each product for. Click next when you are ready to proceed.



A. Annual Club Membership - UK

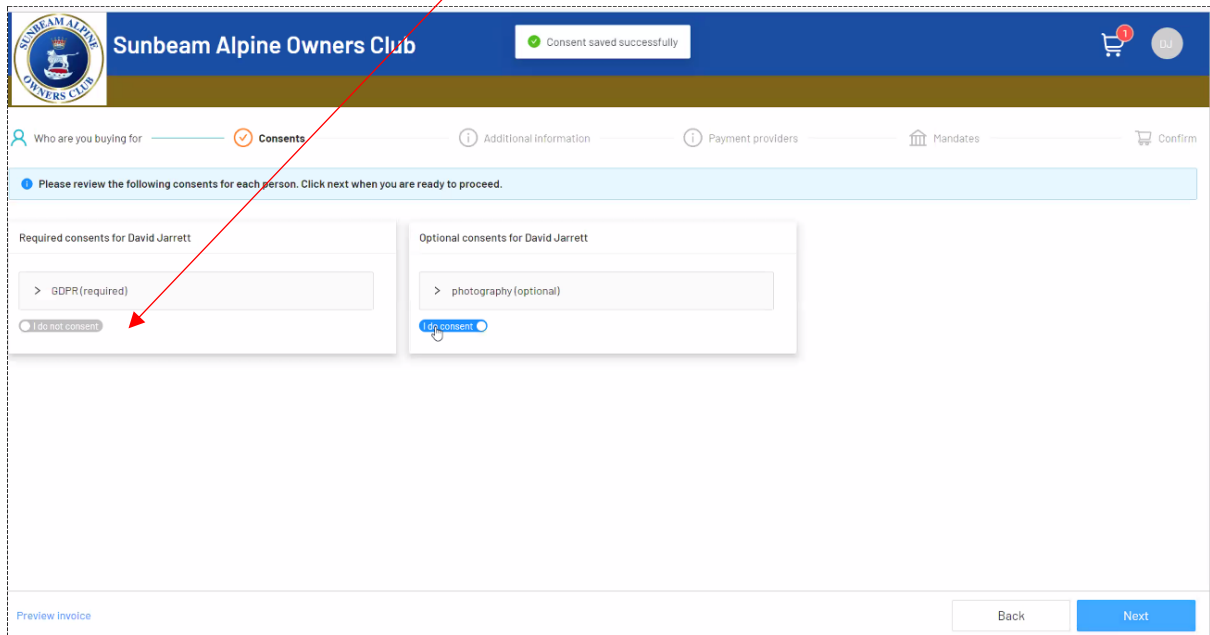
Price	£28.00 per person
Start date	Your starts upon purchase.
Quantity	1 person
Billing	This is an auto-renewing product. You will be billed every year on 30th.
Buying for	Jen Douglas

[Preview invoice](#) [Next](#)

Reminder, Joint membership has now been replaced with the annual membership – you now have the option to add your other member to the Friends & Family section within your joinin> account. We are no longer charging extra for the additional person.

At GDPR, change **I do not consent** to **I do consent** by clicking on the words in the grey box
Note Photography is pre-set to I do consent – this covers photo of you/your vehicle at events.

Note acceptance of GDPR is a condition of membership, it covers you allowing your data to be held by the club. Please refer to the club website for further info on GDPR.



The screenshot shows the 'Consents' step of a registration process for the Sunbeam Alpine Owners Club. The header includes the club's logo and a 'Consent saved successfully' message. The progress bar shows 'Who are you buying for' as completed and 'Consents' as the current step. Below the progress bar, a blue box instructs the user to review consents for David Jarrett. There are two columns: 'Required consents for David Jarrett' and 'Optional consents for David Jarrett'. Under 'Required', there is a 'GDPR(required)' section with a radio button for 'I do not consent' (which is currently selected) and a red arrow pointing to it. Under 'Optional', there is a 'photography (optional)' section with a radio button for 'I do consent' (which is currently selected). At the bottom right, there are 'Back' and 'Next' buttons, with a red arrow pointing to the 'Next' button.

Click **Next**

If you have changed the GDPR correctly, the screen will look like this one ↓

Sunbeam Alpine Owners Club

Consent saved successfully

Who are you buying for — Consents — Additional information — Payment providers — Mandates — Confirm

Please review the following consents for each person. Click next when you are ready to proceed.

Required consents for David Jarrett

- GDPR (required) [I do consent](#)

Optional consents for David Jarrett

- photography (optional) [I do consent](#)

Additional Questions – Click **Open Form**

Sunbeam Alpine Owners Club

Who are you buying for — Consents — Additional information — Payment providers — Mandates — Confirm

The following additional information forms are required to be completed. Click next when you are ready to proceed.

Additional Questions [Open form](#)

David Jarrett

[Preview invoice](#) [Back](#) [Next](#)

Click **Next**

The additional questions look like these
When you are finished click **Save**

Additional information

for David Jarrett

How did you hear of the club?

☐ Club Member
☐ Magazine
☐ Show
☐ Other

Details

I would be willing to help with club duties

How would you like to help?

☐ Committee Post
☐ Area Representative
☐ Assistant to Committee Post
☐ Specialist Knowledge of Alpines
☐ Computers
☐ Health & Safety
☐ Law
☐ Other (Specialist Subject)

If other, please describe:

Cancel Save

Back Next

The next screen is the select Payment Provider.

Payment for UK is with a mandate (DD) with London & Zurich (you are required to set up the mandate)

EU & Rest of World is Paypal

SUN OWNERS CLUB

A. Annual Club Membership - UK

Price: £28.00 per person

Start date: Your starts upon purchase.

Quantity: 1 person

Billing: This is an auto-renewing product. You will be billed every year on 30th.

Buying for: David Jarrett

Pick a provider for the initial payment: London & Zurich

Pick a provider for any subsequent payment(s): London & Zurich

Preview invoice

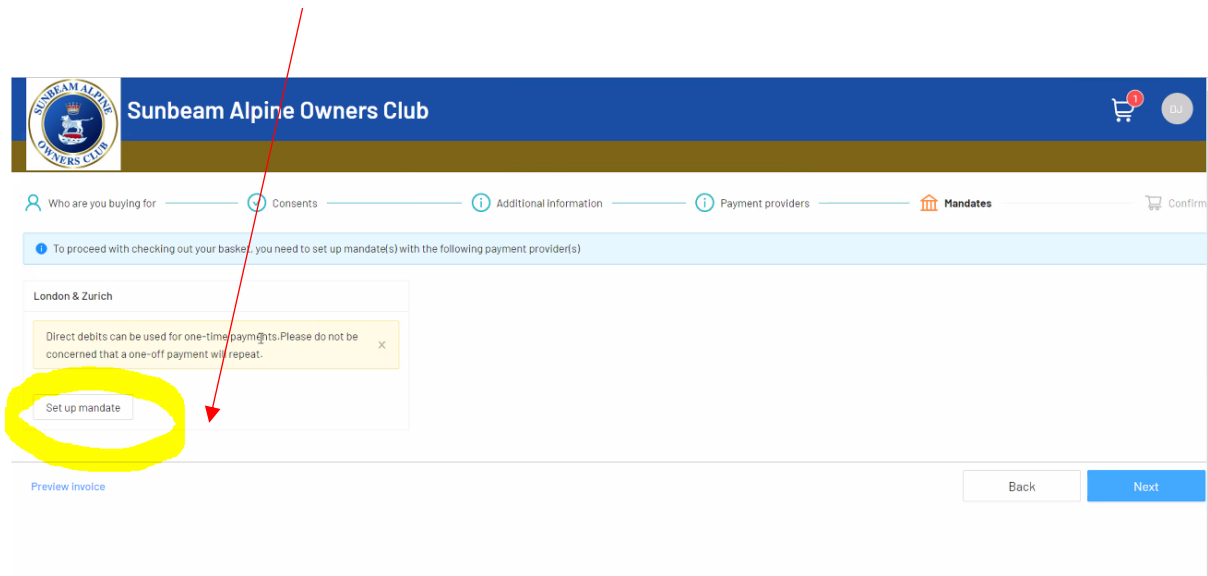
Back Next

Click **Next**

EU & ROW, Apologies, I haven't been able to screenshot images of the Paypal instructions.

For the UK only follow these instructions.

Click on Set up Mandate



The screenshot shows the Sunbeam Alpine Owners Club checkout process. The header includes the club's logo and name. The progress bar indicates the current step is 'Mandates'. A message states: 'To proceed with checking out your basket, you need to set up mandate(s) with the following payment provider(s)'. Below this, a box for 'London & Zurich' contains a warning: 'Direct debits can be used for one-time payments. Please do not be concerned that a one-off payment will repeat.' A button labeled 'Set up mandate' is highlighted with a yellow circle. At the bottom, there are 'Preview invoice', 'Back', and 'Next' links.

Set up Mandate by completing the form that appears on your screen

Please note the sort code must be entered without the dashes for example 091033

London & Zurich

☒ Complete form ☐ Confirm agreement ☒ Confirmation

First name *

Last name *

Company number

Address 1 *

Address 2

Address 3

Postcode *

Email *

Telephone *

Mobile

Account name *

Our standard online banking form allows 18 characters for the account name field. If your bank account name is longer than the allowed characters, please enter in as much of your name as possible.

Account number *

Sort code *

Are you the account holder?

☐

Are you the only signatory required?

☐

[Save and continue](#)

After completing the form, you can Complete the purchase.
An email will be sent to you confirming you have successfully bought your membership.

Now you have set up the mandate, you will not be required to do this again (unless you change your bank account). UK Membership for future years are set to auto renew which means you do not need to take any action – if you wish to continue with your membership. You will be required to cancel the mandate IF you want to cancel your membership.