



ROCK  
CHOIR

# HOW TO JOIN ROCK CHOIR

## Signing Up After your Taster Session

1. To join Rock Choir go to <http://members.rockchoir.com/>
2. Log in using your email address and the password you set up after you booked your taster session.

If you have not created a login, you will have received an email entitled '**Your Activation Email**' when first booking your taster session. This email will contain a link which will allow you to create a password and security question and continue with the signup process. If you cannot find this email, just give us a call and we can resend it to you.

3. Once you have logged in, you will be taken to the Member's Area of the Rock Choir website and the Homepage which says 'Welcome to your Rock Choir Members Area'.
4. Click on the box 'Complete sign up'.
5. You will need to agree to our Terms and Conditions before continuing so scroll down to the bottom of page and click 'I agree'.
6. Enter your personal details.

7. Once completed click on 'Save details' and you will be taken to the payments page.

## Completing your Payment

### Paying by Direct Debit:

1. If you wish to pay by **monthly direct debit** please scroll down to the bottom of the page for the terms and conditions.
2. Select 'I agree' which will take you to the page where you can enter your personal bank details to set up your Direct Debit mandate and then click confirm.

Payments will be taken on the same date each month.

### Paying for each term by card:

1. If you wish to pay **Termly (£100 per term)** then select 'I do not wish to pay by Direct Debit' This will take you to a page where you select 'Termly' and press 'Enter'.
2. Click the 'Make a Payment' box. Your first payment will be a £25 deposit and you can make this payment using a Debit or Credit Card.
3. The remainder of the terms balance will appear in the 'My Payments' page the next time you log on.

Subsequently, all of your termly payments will appear as 'Upcoming Payments' in two boxes - a '£25 Deposit' due before the start of term and a '£75 Balance' due 3 weeks later. It is possible to pay £100 in full by ticking 'Select' in each box which adds the figures together.

## Paying by cheque or BACS

1. If you wish to pay by cheque or BACS you will need to complete the process up to this point and then give us a call so we can confirm your membership.

## What Happens Next?

Once you have completed the registration your status will change from 'Active Taster' to '**Confirmed Member**'.

Congratulations!

Next time you log on to the Member's Area you will see these headings below at the top of the screen:

**Rock Choir Home** - Homepage with details of the next rehearsal and a bulletin board with upcoming events, news and urgent postings from your Choir Leader

**My Profile** - This contains your personal details, and you are able to access this to make any changes

**My Payments** - This shows your 'Upcoming Payments' due for each term as well as any 'Past Payments' made

**Song Resources** - You will find all the Song Lyrics and Downloads for harmony parts in alphabetical order, as well as the Rehearsal Schedule and Performance Letters from your Choir Leader.

**Shop** - You can access the shop to buy any Rock Choir uniform or merchandise but will need to set up your account (use your email address and set a password) with them as this is separate from Rock Choir

At the bottom of the screen there are the options to 'View in Desktop/Tablet/Mobile' and we advise, for devices smaller than

a laptop/computer to view it in the 'desktop' mode as this changes the page layout to be more user friendly.

# WELCOME TO ROCK CHOIR!

