



# JustGo Clubs Sign-up

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User Guide for JustGo

# What's inside?

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# What is JustGo for Clubs?



## Why should you JustGo?

JustGo is our powerful yet simple-to-use software that simplifies the way your work, reduces your administration and unifies your whole community. No matter your club size, you can benefit JustGo and get back to what you love quicker than ever before.



## What can JustGo really do for me?

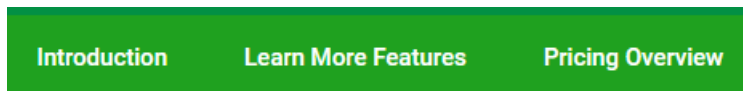
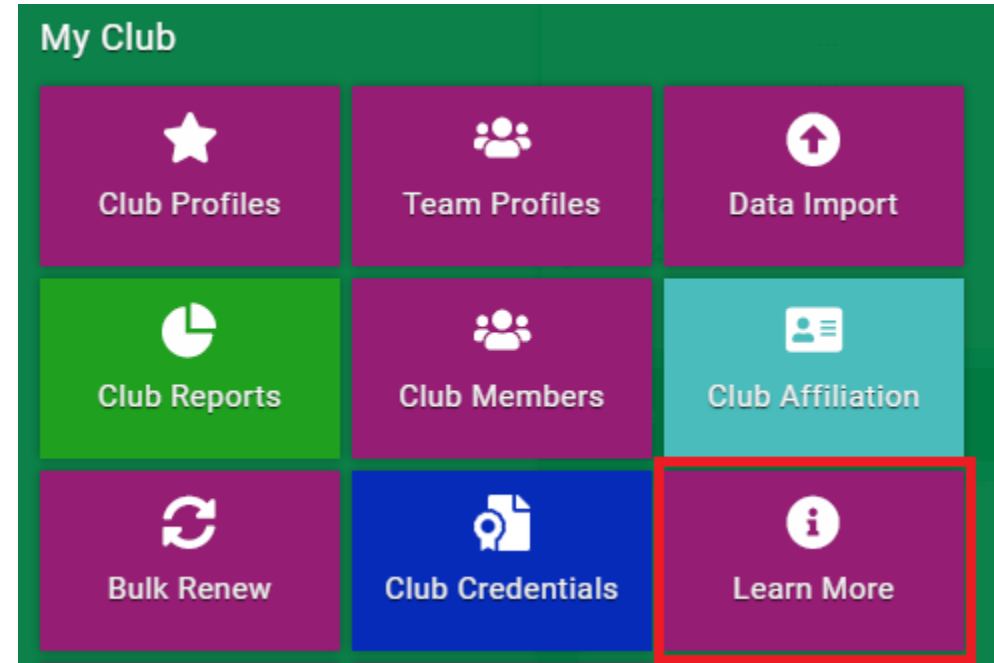
In the simplest terms, JustGo allows you to collect your membership fees, sell tickets to your events & courses, communicate directly and automatically with your members, stay on top of your finances and much more.

# How do I find out more about what it can do for me ?

From the Menu, under the My Club section, you will find the Learn More tile.

This provides information on what JustGo features are available.

On clicking Learn More, you will find information to understand more about the JustGo features and how you go about sign-up.



# How do I sign-up to JustGo?



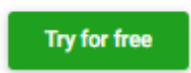
From the Learn More tile, under the Pricing Overview option, you will see the JustGo packages available.

Clubs should select the JustGo Essential Yearly package for 250 members (irrespective of the number of members your club has). This package will be fully paid for by PCA.

You do have the option to upgrade to JustGo Pro and you will simply pay the difference.

The display price is JustGo's standard price, but PCA clubs will be issued with a Discount Code to obtain 100% discount.

Select



The screenshot shows the 'Pricing Overview' page for the 'Alice Springs Pony Club'. The page has a green header with navigation links: 'Introduction', 'Learn More Features', and 'Pricing Overview' (which is highlighted with a red box). Below the header, the main heading reads 'There's a plan for everyone, select the package that suit Alice Springs Pony Club'. To the right of this heading, it says 'Yearly SAVE 10% | Quarterly | Monthly'. Below this, a question asks 'How many members do you have?' with a row of buttons for '50 members', '100 members', '250 members' (which is selected and highlighted in green), '500 members', '1000 members', and '2500 members'. Below the member selection, there are two package cards. The first is 'JustGo Essential' (JustGo Essential Package) priced at '\$250.00 /yr' with a 'Try for free' button. The second is 'JustGo Pro' (JustGo Pro Package) priced at '\$500.00 /yr' with a 'Try for free' button. A 'Most Popular' badge is above the JustGo Pro card. Below the Essential card, a list of features includes: Email Management, Event Management, Event Booking Forms, Smart Rules, and Club Field Management. Below the Pro card, it says 'Everything in JustGo Essential and ...' followed by: Website Builder, Club Field Management, and Email Management.

# How do I sign-up to JustGo?

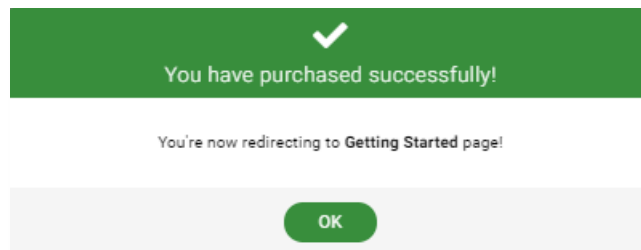


After selecting Try for Free, you will need to complete your contact and club details.

Click on 

Congratulations, you are now enjoying a 14 day free trial of JustGo!

You will be redirected to the Getting Started page where you will discover more about the new features you have.



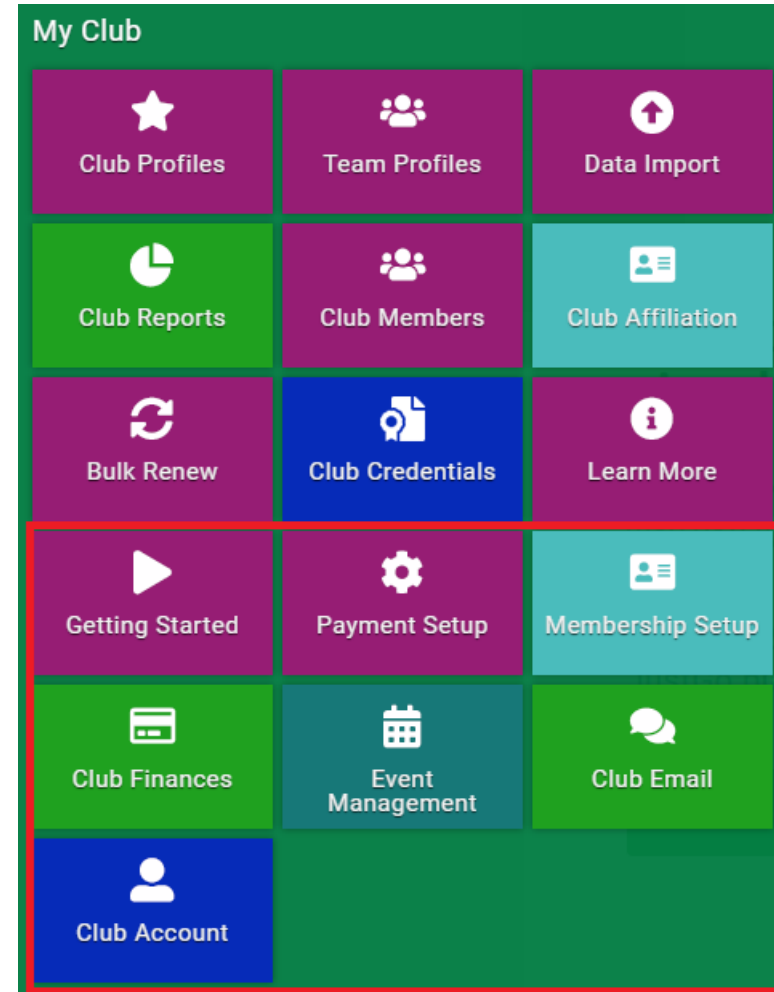
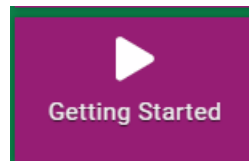
The image shows a web form for signing up to JustGo. At the top, there is a green navigation bar with "Club+ Learn More" and sub-links for "Introduction", "Learn More Features", and "Pricing Overview". Below the navigation bar is a "Back" button. The main heading says "You have selected JustGo JustGo Essential for Alice Springs Pony Club". Underneath is a section titled "About you" with several input fields: "First Name \*", "Surname \*", "Email Address \*", "Organisation Name \*", and "Contact Number". Below the fields, there is a line of text: "By clicking on the Sign Up button, you agree to JustGo's [Terms & Conditions of use](#)." followed by "To learn more about how JustGo protects your personal data, please also read our [Privacy Policy](#)." At the bottom right of the form is a green "Sign Up" button.

# Start using JustGo for Clubs?



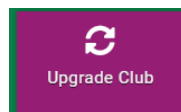
New menu options will appear immediately after signing up to JustGo.

For more information on what options are available, the Getting Started explains the new features..



# How do I upgrade to continue using JustGo for Clubs?

From the Menu, select Upgrade Club



For your club, it will tell you how long you have on your free trial. Upgrade by clicking on Change Plan.

Club Name - **Alice Springs Pony Club**  
Current Package - **JustGo Essential (Free Trial)** for 250 Members Yearly  
Status - **13 days left**

[Change Plan](#)

JustGo Essential <small>Current</small> JustGo Essential Package	Most Popular JustGo Pro JustGo Pro Package
<p><b>\$250.00</b> /yr</p> <p><a href="#">Upgrade Plan</a></p>	<p><b>\$500.00</b> /yr</p> <p><a href="#">Upgrade Plan</a></p>

Select Upgrade Plan on the package you wish to continue with.



# Complete the sign-up forms



The sign-up process is a 4 step process.

Complete each section in turn.



JustGo Upgrade Plan

← Summary

1 Plans 2 Account 3 Order 4 Payment

**COMPANY DETAILS**  
Please complete and verify your company details

Company Name  
alice springs pony club

Address Line 1 \*

Address Line 2

Suburb \*

State \*

Postcode \*

# Complete the sign-up forms



On the Order page, make sure you enter the Discount Code:

**000152-HJ4PM2LIIX**

This code will provide a \$250 discount which will mean your club will not have to pay for the JustGo subscription.


You still need to provide your banking or card details to cover any dispute charges that may arise during the use of the payment provider.

## Summary

JustGo Essential

## Subscription Charges

A summary of the Subscription Services products is detailed below:

Item	Name	Period	Rate	Total
	JustGo Essential JustGo Essential	Annually	\$227.27	<b>\$227.27</b>
Sub Total				<b>\$227.27</b>
GST AU Standard Rate (10%)				<b>\$22.73</b>
Total				<b>\$250.00</b>

If you have discount code, please enter it here.

# What do I do after sign-up?



From the Menu, under the My Club section, you will see all the new club tiles available to you.

You will need to:

- Update your Club Profile
- Complete Payment Set-up
- Check and activate your club Memberships
- Set-up Email templates
- Invite your members to renew their membership

