How to Update my Financial Details

Short cut: ARC Membership Portal > My Profile > My Account > Update my Direct Debit Details

1. Log into your ARC Membership portal here https://secure.activecarrot.com/login?site=707

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- 2. Your username is the email address you provided upon sign up. Your password would have been set upon your online sign up if you did not sign up online your password could be leisurecentre16 or ARC5074 please attempt both.
- One logged in select 'My Profile' from the top menu, and choose the drop down 'My Account'



4. Select 'Update my Direct Debit Details;

G Home	🖁 My Profile	🛒 Buy Online	🗒 Book Online	🗸 Classes	s 🕒 Logout		
					Logg At: ⁻	ed in as: Chelse The ARC Campl	
			My Account				
Add credit to my account		Most recent p	Most recent purchases		Current direct debit details		
Add credit to my account			View last 90 days		Update My Direct Debit Detai	ls	
Current outstand	ding	Date De:	scription A	mount D.	Click here to update your direct debit		
	Pay my account	Nov 26 Cre	che Fees \$	144.00 Ongoing	Class Payments	None	
Current outstanding Pay my account		Date Dee Nov 26 Cre	scription A sche Fees \$	mount De Congoing	Click here to update your direct de information Class Payments	ebit	

5. If applicable - select what account you are updating;

ြ Home	8 My Profile	🗒 Buy Online	🗒 Book Online	🕼 Classes	Cogout	
					Logged At: Th	in as: Chelsea E e ARC Campbell
		Му	direct debit details			
					Backt	to my account
Contract				Actions		
Ongoing Class Payme	ents		None			
					Edit debit information	

6. Choose from Credit card or Bank account details to modify. Enter the details into the 'New' section; agree to the Terms and Conditions and select Submit. These will take effect immediately so please keep any upcoming debits in mind.

		My direct debit de
Select ongoing payment meth	od	
Credit Card 🖲	Bank Account	
New Credit Card Details	i -	
	VISA MasterCard	
Credit Card Number :		
Name on card :		
Expiry Date :	T	
CVV Number :		
DD Terms		
DDR Service Agreement		
This Agreement is design undertaking a Direct Debit also details what our oblig We recommend you keep reference. It forms part of Request (DDR) and shoul	ed to explain what your obligations are arrangement with LinksPay and the B ations are to you as your Direct Debit this agreement in a safe place for futu the terms and conditions of your Direct d be read in conjunction with your DDF	when usiness. It Provider. re t Debit R form.
I have read and agree to the t	erms above 📃	