

How to Update my Financial Details

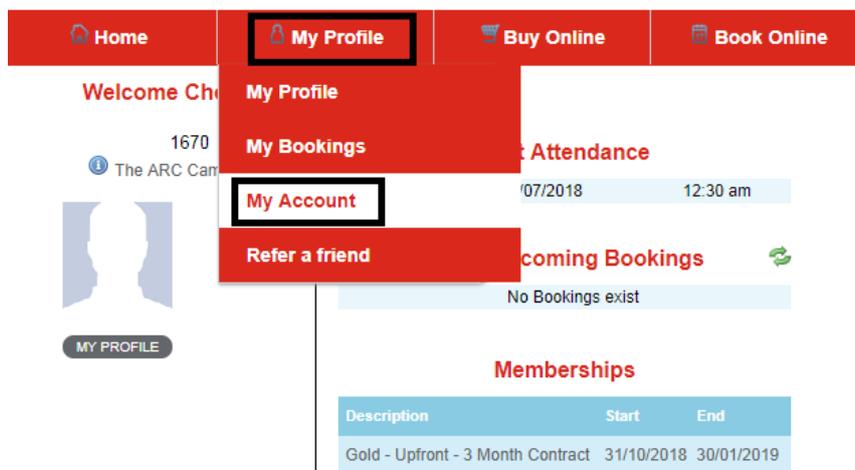
Short cut: ARC Membership Portal > My Profile > My Account > Update my Direct Debit Details

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

AQUATICS SPORTS HEALTH CLUB TIMETABLES MEMBERSHIP SERVICES + FACILITIES ABOUT



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.
3. Once logged in – select ‘My Profile’ from the top menu, and choose the drop down ‘My Account’



4. Select ‘Update my Direct Debit Details’;



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

My direct debit details

Back to my account

Contract	Account	Actions
Ongoing Class Payments	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 details

Select ongoing payment method

Credit Card Bank Account

New Credit Card Details

Credit Card Number :

Name on card :

Expiry Date :

CVV Number :

DD Terms

DDR Service Agreement

This Agreement is designed to explain what your obligations are when undertaking a Direct Debit arrangement with LinksPay and the Business. It also details what our obligations are to you as your Direct Debit Provider. We recommend you keep this agreement in a safe place for future reference. It forms part of the terms and conditions of your Direct Debit Request (DDR) and should be read in conjunction with your DDR form.

I have read and agree to the terms above