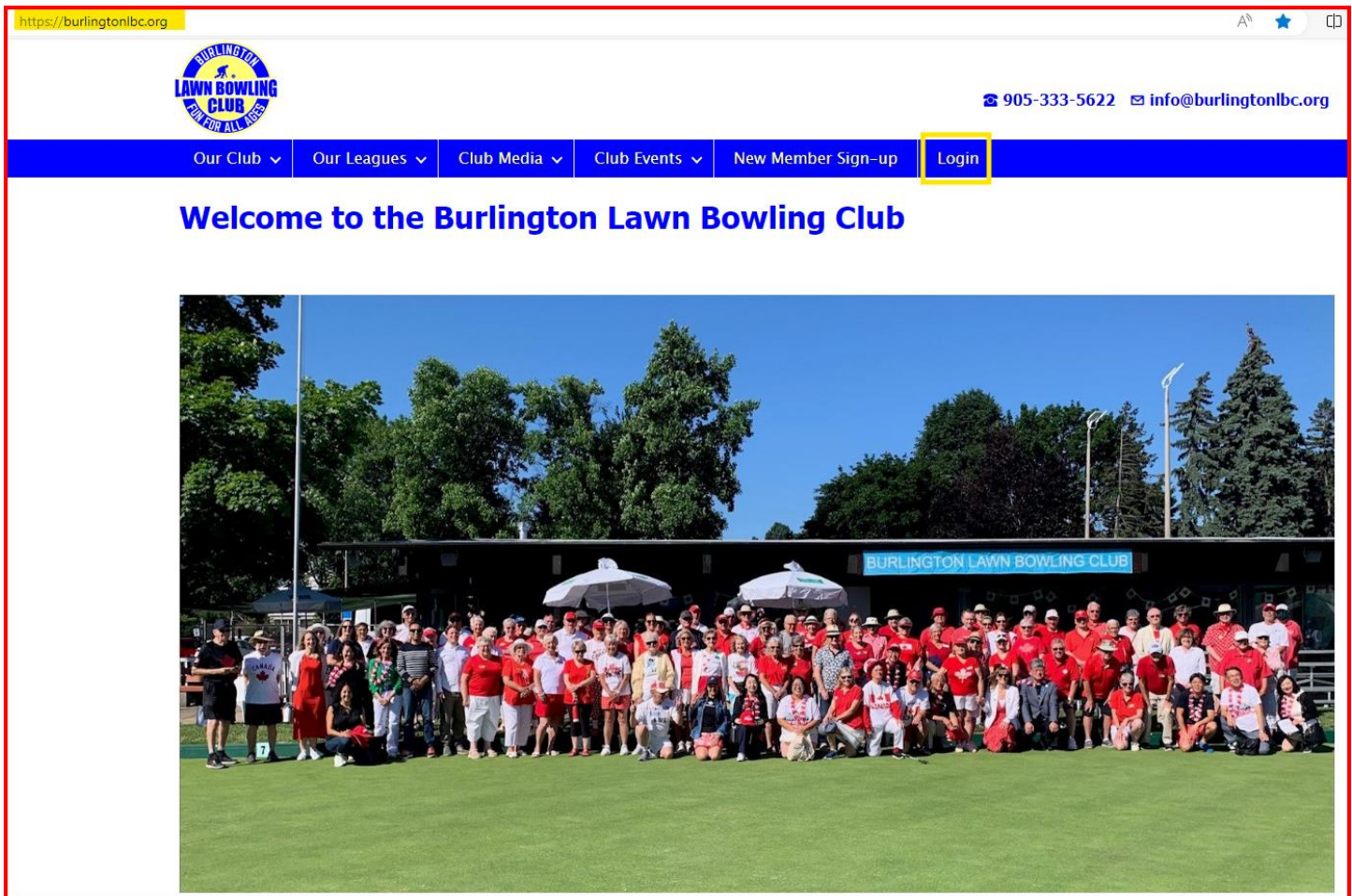


**Step by Step instructions for updating your
membership for the 2026-27 Short Mat
Season**

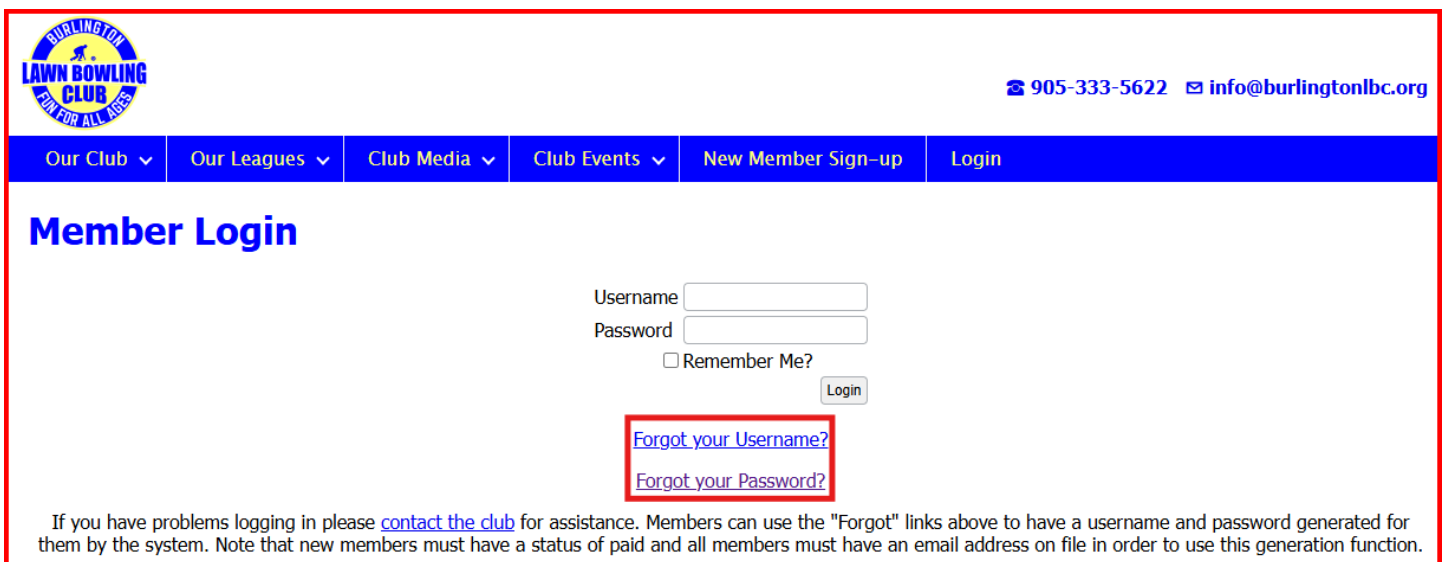
(and also selecting Leagues to spare in)



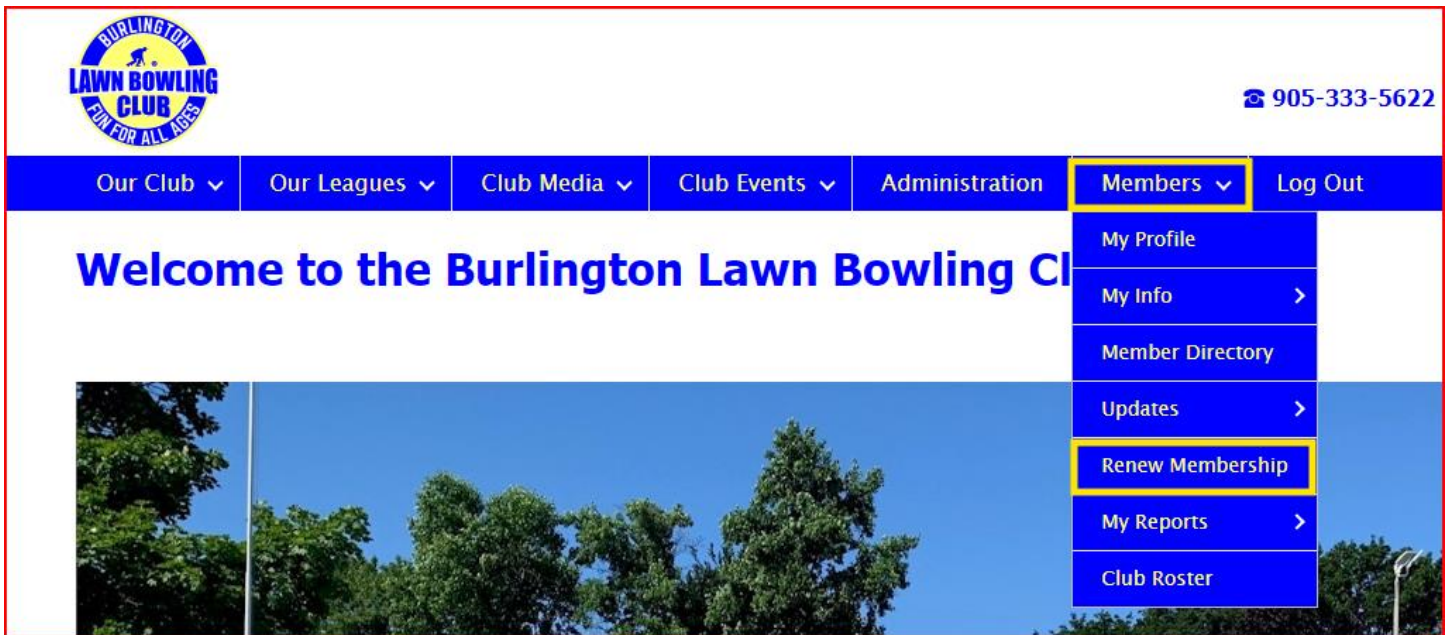
1. Go to <https://burlingtonlbc.org> and click the **Login** Button highlighted below.



2. Use the on-screen tools to recover your username or reset your password if needed, using the **Forgot your Username** or **Forgot your Password** highlighted below.

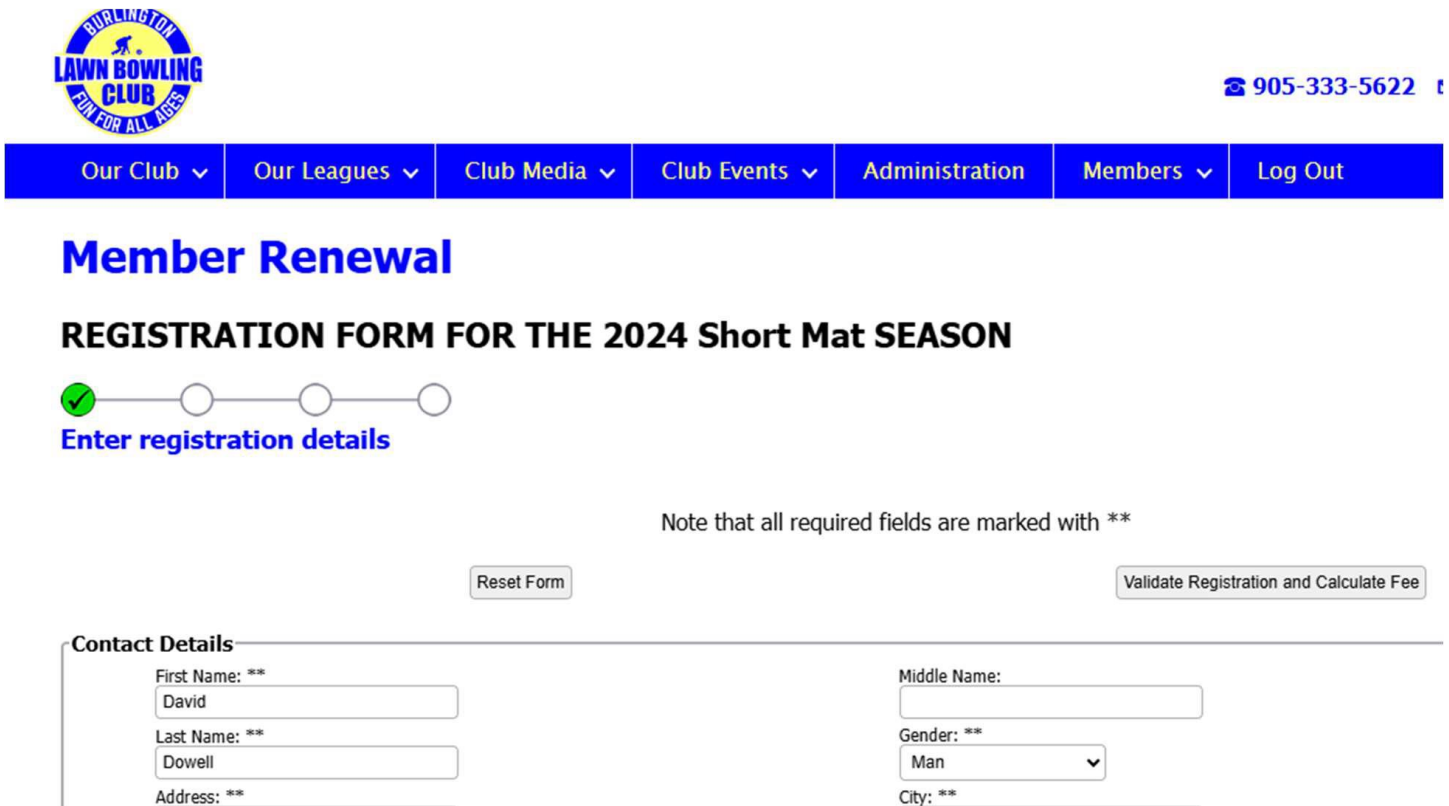


3. Once logged in, Select **Renew Membership** from Members Dropdown menu as highlighted below.



The screenshot shows the Burlington Lawn Bowling Club website. The header includes the club logo, the text "FUN FOR ALL AGES", and the phone number "905-333-5622". The navigation bar has links for "Our Club", "Our Leagues", "Club Media", "Club Events", "Administration", "Members", and "Log Out". The "Members" dropdown menu is open, showing options: "My Profile", "My Info", "Member Directory", "Updates", "Renew Membership" (highlighted with a yellow box), "My Reports", and "Club Roster". The main content area displays "Welcome to the Burlington Lawn Bowling Club" and a background image of trees.

4. This will take you to the Registration Form with your details already completed.



The screenshot shows the "Member Renewal" registration form. The header includes the club logo, the text "FUN FOR ALL AGES", and the phone number "905-333-5622". The navigation bar has links for "Our Club", "Our Leagues", "Club Media", "Club Events", "Administration", "Members", and "Log Out". The main content area displays "Member Renewal" and "REGISTRATION FORM FOR THE 2024 Short Mat SEASON". A progress bar shows four steps, with the first step (a green circle) completed. Below the progress bar is a link "Enter registration details". A note states: "Note that all required fields are marked with **". There are two buttons: "Reset Form" and "Validate Registration and Calculate Fee". The form is titled "Contact Details" and contains the following fields:

Field	Value
First Name: **	David
Last Name: **	Dowell
Address: **	
Middle Name:	
Gender: **	Man
City: **	

5. Below that you will find instructions for Membership Selections (with leagues) where you can select the leagues you want, including the Short Mat Jitney.

There is also a Membership Selections (no leagues) which would only be used by people wanting a social membership for the club and weren't already members or associate members in the 2026 Summer season.

Membership Selections (with leagues)

☒ Short Mat season registration.

Select a membership fee option



☐ **Short Mat Jitneys and Open Bowling (no additional charge, included with membership)**

All members must sign up for this. Runs multiple times each week all season long. Participation is **day-to-day**—come out whenever you can. **No spares are required.**

☐ **Short Mat Monday Morning Mixed Australian Pairs \$20.00**

12 spots left

☐ **Short Mat Monday Evening Mixed Australian Pairs \$20.00**

12 spots left.

Please indicate your preferred playing partner in the notes box below.

Notes for League Manager (Short Mat Monday Evening Mixed Australian Pairs):

☐ **Short Mat Tuesday Morning 4-3-2-1 \$20.00**

12 spots left

☐ **Short Mat Tuesday Evening Format to be Determined \$20.00**

12 spots left.

Speak with Julie Brandl for more information or to suggest a format

☐ **Short Mat Wednesday Morning Men's Australian Pairs \$20.00**

12 spots left

☐ **Short Mat Thursday Morning Ladies Australian Pairs \$20.00**

12 spots left

☐ **Short Mat Thursday Evening Men's Australian Pairs \$20.00**

12 spots left

☐ **Short Mat Friday Morning Ladies Australian Pairs \$20.00**

12 spots left.

Membership Selections (no leagues)

☐ Associate (Social) Membership Registration with no bowling privileges

Select a membership fee option



6. Now that you have finished your membership selections, including leagues, please complete the volunteering selections found under Other Information. The second and third choices are optional. Then review and accept:
- **Volunteering**
 - **OLBA Liability Waiver**
 - **Consent for User of Personal Information, Membership Fee Payment Policy and Member Declaration** by checking the boxes.
7. Click on **Validate Registration and Calculate Fee** which will refresh your registration form showing you the amount due for your registration.

Other Information

Volunteer Interest: 1st Choice (Required but None is an option) Volunteer Opportunities listed below ** ? ▼

Volunteer Interest - Second Choice (Optional) ? Select Volunteer Interest - Second Choice (Optional) ▼

Volunteer Interest - Third Choice (Optional) ? Select Volunteer Interest - Third Choice (Optional) ▼

Volunteering

Burlington Lawn Bowling Club Volunteer Opportunities

It is essential that **all members**—including those who have volunteered in the same areas in previous years and have verbally committed to continuing this year—indicate their volunteer selections during registration. This ensures that the **lists provided to Committee Chairs are complete and accurate**, allowing them to easily contact members who have expressed interest. Without this, Chairs may not receive the information they need to coordinate volunteers effectively.

Our Club is entirely volunteer-run, and our success depends on the engagement and contributions of our members. Each functional area offers meaningful ways to support Club operations, with time commitments that vary by season and by the number of volunteers involved.

We also welcome members who may be interested in Board service or in taking on a specific Chair position. If you would like to be considered for a

☐ I have read the details above and I accept ** (Required for all registrants)

OLBA Liability Waiver

ONTARIO LAWN BOWLS ASSOCIATION - RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT

WARNING! Please read carefully! By signing this document, you will waive certain legal rights, including the right to sue

1. This is a binding legal agreement. Clarify any questions or concerns before signing. Prior to participating, an individual who is the age of majority or older and who wants to participate in the sport of lawn bowling and the activities must acknowledge and agree to the terms outlined in this agreement. A guardian above the age of majority must agree on behalf of a minor bowler. These activities, programs, classes, and services may be provided by, and/or in the events sponsored or organized by Bowls Canada Bowlingrin, Ontario Lawn Bowls Association and the Burlington Lawn Bowling Club which may include, but are not limited to: competitions, tournaments, practices, training, personal or strength training, dry land training, training using machines or weights, nutritional and dietary programs, orientational or instructional sessions or lessons, and aerobic and anaerobic conditioning programs (collectively the "Activities").

☐ I have read the details above and I accept ** (Required for all registrants)

Consent for Use of Personal Information, Membership Fee Payment Policy and Member Declaration

Consent for Use of Personal Information

- I consent to the use of the personal information provided above for inclusion in the Club Membership Directory and the members-only section of the Club website. The information published may include my name, phone number, email address, and photograph. This information is intended solely for use by Club members.
- From time to time, photographs may be taken during club activities and may be displayed on club bulletin boards or published on the digital platforms used for Burlington Lawn Bowling Club promotion, including the club website, Facebook, Instagram, YouTube, and other official channels as required.
- Club administrators will have access to all personal details provided. The OLBA will have access to my name, address, phone number, email address, and date of birth.

Membership Fee Payment Policy

☐ I have read the details above and I accept ** (Required for all registrants)

Reset Form

Validate Registration and Calculate Fee

8. Once you are in agreement with the total amount presented, click on **Accept Fee Calculation and Submit Registration**. This will once again refresh your membership application and present you with a **Pay Now** button to click on.

Member Sign-up/Renewal Preview & Testing

REGISTRATION FORM FOR THE 2026/27 SEASON

✓

✓

✓

○

Registration processed (print/email registration receipt)
The final step is to pay \$120.00 for your membership.

Note that all required fields are marked with **

Your registration number is **6_testing_124422**. Please keep this registration number and use it when corresponding with the Burlington Lawn Bowling Club about your registration. This number in no way identifies whether your registration has been accepted. It is an internal reference number for the registration committee.

Pay Now

9. Enter your debit or credit card details and click **Pay Now** to complete the transaction securely.

Payment Information

Burlington Lawn Bowling Club Member Registration

Amount: 120.00

Card Number

Card Expiry (MMYY)

CVD

Pay Now

10. A confirmation screen appears with your payment details.



905-333-5622 | info@burlingtonlbc.org

[Our Club](#) | [Our Leagues](#) | [Club Media](#) | [Club Events](#) | [New Member Sign-up](#) | [Login](#)

Payment Successful

Congratulations! Your payment was successful. You will be receiving a confirmation email for your payment within a few minutes detailing this completed transaction.

Thank you for this payment on your account.

Registration #: [REDACTED]

This payment of \$120.00 to the Burlington Lawn Bowling Club was processed on 2025-10-06 08:46:26.

Cardholder Name: [REDACTED]

Payment Details: Card #: [REDACTED]
Expiry Date: [REDACTED]
Payment Method: [REDACTED]
Card Type: [REDACTED]

Receipt #: [REDACTED], **Authorization Code:** [REDACTED]

Please keep the registration number and receipt number for future reference. You'll need it if you contact customer service at Burlington Lawn Bowling Club.

11. If you wish to update leagues you are willing to spare in, please go to Members – My Profile – Spare/Substitute Details where you can specify leagues, and positions as well as leave additional details about your availability (for example: I'm away in November)



The screenshot shows the Burlington Lawn Bowling Club website. The header includes the club's logo, contact information (905-333-5622, info@burlingtonlbc.org), and a navigation menu. The 'Members' menu is open, showing options like 'My Profile', 'My Info', 'Member Directory', 'Updates', 'Renew Membership', 'My Reports', and 'Club Roster'. The 'Modify Your Profile' page is displayed with the 'Spare/Substitute Details' tab selected. The page shows the member's name (Phil Thornton) and a checkbox for 'Include my name on the spares/substitutes list?'. A text area for additional details is present, followed by a section for 'Can spare/substitute as:' with checkboxes for Skip, Vice/Third, Second, and Lead. Below this is a section titled 'Leagues I Can Spare/Substitute In' with a list of leagues and checkboxes. A 'Save Changes' button is at the bottom right.

Burlington Lawn Bowling Club
FOR ALL AGES

905-333-5622 info@burlingtonlbc.org

Our Club ▾ Our Leagues ▾ Club Media ▾ Club Events ▾ Administration **Members ▾** Log Out

Modify Your Profile

Contact Info Membership Info Other **Spare/Substitute Details**

Member Name Phil Thornton
Include my name on the spares/substitutes list? ☒

Enter additional details about position and times you can spare/substitute (optional). The spares/substitutes list is for registered club members only.

Can spare/substitute as: ☒ Skip ☐ Vice/Third ☐ Second ☐ Lead

Leagues I Can Spare/Substitute In

☒ Friday Trebles League ☐ Monday Evening Ninja's Singles
☐ Short Mat Monday Evening Mixed Australian Pairs ☐ Short Mat Monday Morning Mixed Australian Pairs
☐ Short Mat Thursday Evening Men's Australian Pairs ☐ Short Mat Tuesday Morning 4-3-2-1
☐ Short Mat Wednesday Morning Men's Australian Pairs ☐ Thursday Evening Australian Pairs
☐ Wednesday Morning District 5 Men's Interclub League

Save Changes

12. When done, make sure you log out of the BLBC website using the Log Out button at the top of the page on the right hand side.