

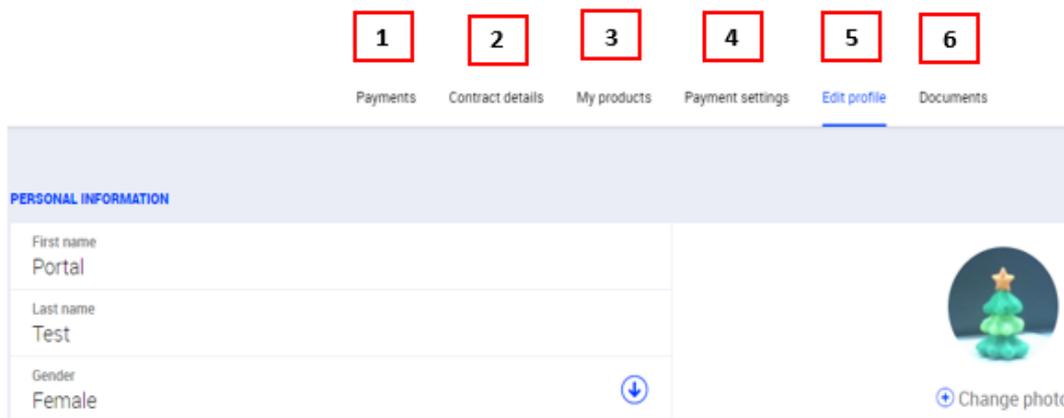
Reactivating my membership

The below instructions explain how to reactivate your membership from suspension. You need to be logged into the member portal in **Google Chrome** to complete the below steps - <https://aqualink.perfectgym.com.au/ClientPortal2/#/Login>

1. Click on **Account** at the top of the portal



2. The **Edit Profile** tab is the default tab when you click on Account. Your portal has a number of options to choose from under the account section:



3. Choose **option 2 Contract details** to reactivate your suspension
4. Click on the **arrow** to the right of **your contracts**



5. This will bring up the following contract information:
 - a. Contract name
 - b. Your club
 - c. Contract type
 - d. Validity date
 - e. Next payment date
 - f. Payment

Your contracts	
Contract name Adult Total Fitness <small>Group Fitness Classes Lap Swimming Gym Sessions</small>	Your club Box Hill , Surrey Drive
Contract type Monthly / 1 month	Validity date From 17/05/2020
Next payment date 16/07/2020	Payment \$92.10

6. Click on the **More options** button

(Please note: you can only add / edit a suspension when your account is not in debt. Please see instructions 'How to pay outstanding fees' on our website)

Contract name Adult Total Fitness <small>Group Fitness Classes</small>	Your club Box Hill , Surrey Drive
Contract type Monthly / 1 month	Validity date From 17/05/2020
Next payment date 16/06/2020	Payment \$92.10
Freeze contract	More options

7. On the Freeze Management pop up box, click on the **Edit** button

Freeze management

START	END	STATUS	
01/06/2020	14/09/2020	Current	Edit

- In the Freeze details pop up box, to extend or reactivate early from a suspension click on the **drop down arrow** next to Freeze return date and choose the new date

Freeze details ⓧ

Please choose dates and a reason of your freeze.

Freeze start date*
01/06/2020 Ⓣ

Freeze return date*
15/09/2020 Ⓣ

⏪ June 2020 ⏩

MON	TUE	WED	THU	FRI	SAT	SUN
01	02	03	04	05	06	07
08	09	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	01	02	03	04	05
06	07	08	09	10	11	12

12

- Select **Confirm**

Freeze details ⓧ

Please choose dates and a reason of your freeze.

Freeze start date*
01/06/2020 Ⓣ

Freeze return date*
22/06/2020 Ⓣ

Reason*
Coronavirus Ⓣ

Remove freeze **Confirm**

10. The below pop up box will appear

Your contract freeze has been saved

11. Click **Close**

Freeze managment



START	END	STATUS	
01/06/2020	21/06/2020	Current	Edit

 **Close**