

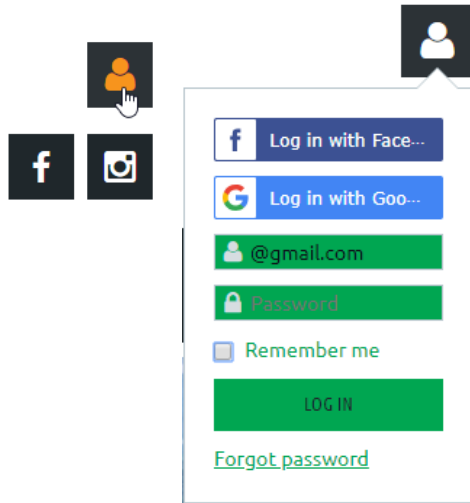
FAMILY MEMBERSHIPS - ADDING FAMILY MEMBERS

Once you have joined and completed payment, you will be able to add family members to your bundle. Each adult will have their own profile, and children under the age of 18 will be listed under either (or both) parents' profile.

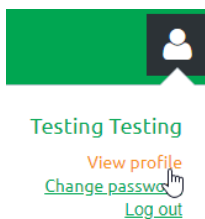
When adding an adult member, you can only add non-members. You cannot add an existing member (as identified by their email address) to your bundle. If you wish to do so, or you are having troubles adding members, please email info@bikefernie.ca.

To add an adult member:

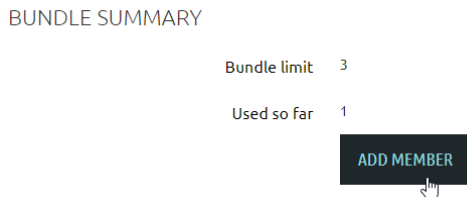
1. Log into your account at www.bikefernie.ca. You should automatically be directed to your profile. If so, see step 3. If not, see step 2.



2. Click on the **PROFILE ICON** on the top right side of the webpage and click on **VIEW PROFILE**.



3. Within the **BUNDLE SUMMARY** section of your Profile page, click the **ADD MEMBER** button.



4. Complete the membership application form on behalf of the person you want to add as a bundle member. **PLEASE ADD AN EMAIL ADDRESS** for your new bundle member so they can be notified of their new membership. If the member you are adding does not have their own unique email address, see the guide for [SHARED OR NO EMAIL ADDRESS](#).

5. Click **SAVE**.
6. The new bundle member's record now appears. To return to your profile, click the **RETURN TO BUNDLE LIST AND YOUR OWN PROFILE LINK**.

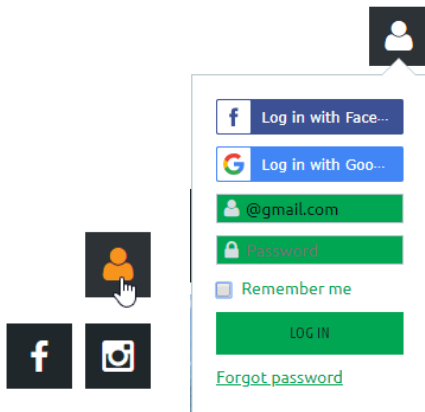
New bundle members can have different join dates but will share a single renewal date. Depending on the membership level you purchased, there will be a limit on the number of members that can be added. The Bundle Summary in your Profile will tell you your bundle limit and how many you have used so far (see image above).

To add children to your membership:

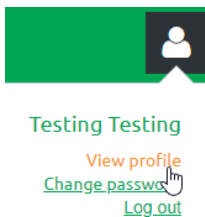
You can add children to either parent, or both. Please include their full names and dates of birth.

We have set up the website to accept four children per household, but if you have more than four children, please email info@bikefernie.ca and we will happily add them to your profile.

1. Log into your account at www.bikefernie.ca. You should automatically be directed to your profile. If so, see step 3. If not, see step 2.

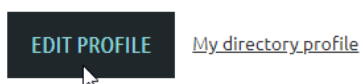


2. Click on the **PROFILE ICON** on the top right side of the webpage and click on **VIEW PROFILE**.



3. Click on **EDIT PROFILE** on the right side of the webpage.

MY PROFILE



4. Scroll down to the **CHILDREN** section to add them or make any necessary changes. Click **SAVE** and your changes will be stored.