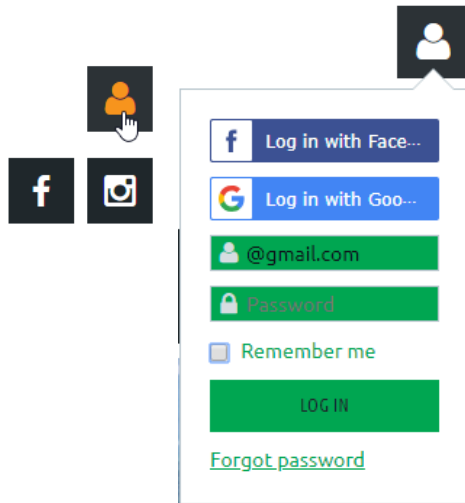


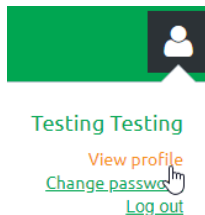
REMOVING A BUNDLE MEMBER

As a bundle administrator, you can archive a bundle member so that the member is no longer part of the bundle, but still remains part of the Fernie Mountain Bike Clubs contact database (though as an inactive contact).

1. To remove a bundle member, 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**.



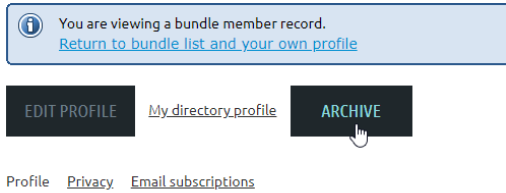
3. Scroll down to **BUNDLE SUMMARY** and click on the **BUNDLE MEMBER'S NAME**.

BUNDLE SUMMARY

Bundle limit	3
Used so far	2
Your members	testing@testing123.com
	ADD MEMBER



4. From the member's profile that appears, click the **ARCHIVE** button.



5. You can now click the **RETURN TO BUNDLE LIST AND YOUR OWN PROFILE** link to return to your member profile.