

TEAMSNAPE INSTALLMENT

REGISTRATIONS:

HOW TO PAY REMAINING INSTALLMENTS & UPDATE CREDIT CARD

1. Log into your TeamSnap account on the TeamSnap website (*Do not use the TeamSnap app.)
2. Click on *My Teams & Orgs*

The screenshot displays the TeamSnap Dashboard interface. At the top left is the TeamSnap logo and the text "TeamSnap Dashboard". On the top right, a user profile area shows "Howdy, YMS! Welcome to TeamSnap" and two dropdown menus: "My Teams & Orgs" and "Account". A red arrow points to the "My Teams & Orgs" dropdown. The main content area is divided into sections: "My Organizations" featuring "YMS Yardley Makefield Soccer Club" with a "Show Archived Seasons" button; "My Teams" with a "+ Create New Team or Group" button and two team entries: "2009 Boys Week 2" (YMS ADMIN | Team Owner) and "2009's Week 1" (YMS ADMIN | Team Manager); "Invoices Due" with a message "No invoices currently due. Thank you for being awesome!"; and "Save on Travel" with a "Browse Travel Deals" button and a "Help" icon.

TEAMSNAPE INSTALLMENT REGISTRATIONS:

HOW TO PAY REMAINING INSTALLMENTS & UPDATE CREDIT CARD

1. Scroll down to the *My Registrations* section
2. Find the appropriate registration
3. Click on the green *Manage Payments* button

The screenshot shows a web interface for managing registrations. A red box labeled '1' highlights the 'My Registrations' link in the top navigation bar. A red box labeled '2' highlights the registration details for 'Yardley Makefield Soccer Club', including the season '2021-22 YMS Academy, Travel & Premier' and the submission date 'Submitted: 06/ 3/2021'. A red box labeled '3' highlights the green 'Manage Payments' button in the 'Payment Details' section.

My Registrations

Yardley Makefield Soccer Club
2021-22 YMS Academy, Travel & Premier
Submitted: 06/ 3/2021

Participants

Emma	
Division	2021-22 Travel Players
Team	Unassigned

Payment Details

Type: Installment Plan
Transaction Total: \$2,500.00
Total Paid: \$300.00

Manage Payments

In Progress (1/11 complete)

✓ Deposit	\$300.00
07/15/2021	\$220.00
08/15/2021	\$220.00
09/15/2021	\$220.00
10/15/2021	\$220.00
11/15/2021	\$220.00
12/15/2021	\$220.00
01/15/2022	\$220.00
02/15/2022	\$220.00
03/15/2022	\$220.00
04/15/2022	\$220.00

Remaining Balance \$2,200.00

[View Receipt](#)

TEAMSNAPE INSTALLMENT REGISTRATIONS:

HOW TO PAY REMAINING INSTALLMENTS & UPDATE CREDIT CARD

- To make payments on future Installments:
1. Select installments you'd like to pay
 2. Click green *Pay Now* button

OR

- To update credit card on file:
3. Click on *Update your Credit Card*

My Registrations

Yardley Makefield Soccer Club
2021-22 YMS Academy, Travel & Premier
Submitted: 06/ 3/2021

Participants

Emma	
Division	2021-22 Travel Players
Team	Unassigned

Remaining Payments

Select Payments **Update your Credit Card**

Credit Card On File: Visa xxxxxx

07/15/2021 : 2nd Installment	\$220.00	<input type="radio"/>
08/15/2021 : 3rd Installment	\$220.00	<input type="radio"/>
09/15/2021 : 4th Installment	\$220.00	<input type="radio"/>
10/15/2021 : 5th Installment	\$220.00	<input type="radio"/>
11/15/2021 : 6th Installment	\$220.00	<input type="radio"/>
12/15/2021 : 7th Installment	\$220.00	<input type="radio"/>
01/15/2022 : 8th Installment	\$220.00	<input type="radio"/>
02/15/2022 : 9th Installment	\$220.00	<input type="radio"/>
03/15/2022 : 10th Installment	\$220.00	<input type="radio"/>
04/15/2022 : 11th Installment	\$220.00	<input type="radio"/>

Payment Summary

Selected Total \$0.00

Total Amount \$0.00

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HOW TO PAY REMAINING INSTALLMENTS & UPDATE CREDIT CARD

To update credit card on file:

1. Enter Name On Card
2. Enter Card Number
3. Enter Expiration Date
4. Click *Update card*

The screenshot shows a web interface for 'My Registrations' for 'Yardley Makefield Soccer Club'. A modal window titled 'Remaining Payments' is open, showing the 'Update your Credit Card' tab. The current card on file is 'Credit Card On File: Visa xxxxxx'. The form contains the following fields and buttons:

- Name On Card:** A text input field highlighted with a red box and arrow labeled '1'.
- Credit or Debit Card:** A section containing a 'Card number' input field highlighted with a red box and arrow labeled '2'.
- MM / YY CVC:** A field for the expiration date and CVC code highlighted with a red box and arrow labeled '3'.
- Buttons:** A 'close' button and an 'update card' button highlighted with a red box and arrow labeled '4'.

Below the modal, a table of payments is visible:

Date	Amount
12/15/2021	\$220.00
01/15/2022	\$220.00
02/15/2022	\$220.00
03/15/2022	\$220.00
04/15/2022	\$220.00

At the bottom of the modal, the 'Remaining Balance' is listed as \$2,200.00, and there is a 'View Receipt' link.