

INSTRUCTIONS FOR MEMBERSHIP RENEWAL

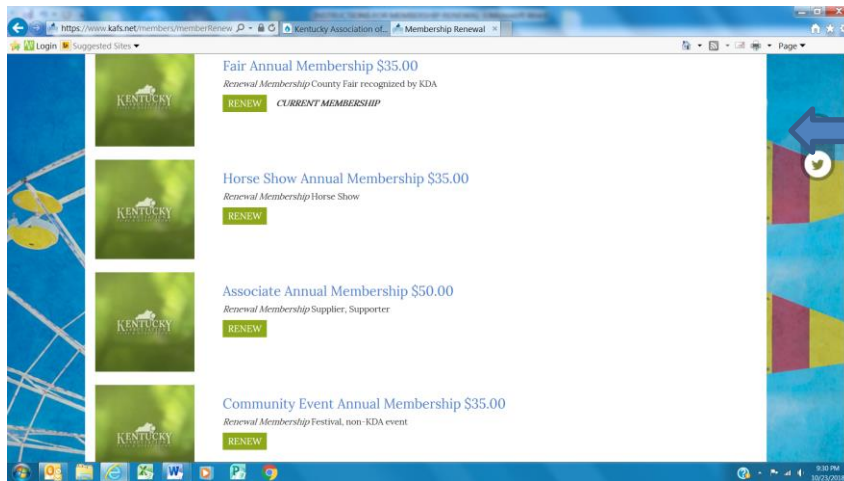
FAIRS:

Go to the Association website, Kafs.net

Under Membership>>>General Membership>>>Membership Info and LogIn. Enter the EMAIL and PASSWORD you have as the Contact Person for your organization.

Your Organization Information should appear and you have a RENEW Button at the top.

Click the RENEW Button and you will be taken to the RENEWAL SCREEN.



This RENEWAL SCREEN allows you to select RENEW for the type of Membership you are renewing.

Select RENEW and that puts the Membership in Your Cart. At this point you will enter the Billing Info and Select REVIEW AND FINALIZE ORDER. **You will continue to checkout and make payment.**

(YOU MUST HAVE A PAID MEMBERSHIP PRIOR TO COMPLETING A FEE RENEWAL!)

FEE RENEWAL: If you need to RENEW Pageant and/or Horse Show Fees then you would go to the website, kafs.net, hover over Membership, down to GENERAL MEMBERSHIP and over to choose FEE RENEWAL FOR MEMBER FAIRS.



This takes you to the FEE RENEWAL page.

Use this Form to RENEW Fees for : Beauty Pageant, Miss Teen, Miss Pre-Teen, Little Miss/Mr, and Horse Shows.

Program	Quantity	Price
County Fair Queen Fee	1	\$60.00
Miss Teen Pageant Fee	1	\$60.00
Miss Pre-Teen Pageant Fee	1	\$60.00
Little Miss and Mister Pageant Fee	1	\$60.00
Class A Horse Show (5 or more days)	1	\$100.00
Class B Horse Show (3-4 days)	1	\$75.00

Enter the information and Select the Fees (Programs) you wish to RENEW.

Once you have completed the information then you will CHECK **I'm not a robot**, then **SUBMIT**.

I'm not a robot

SUBMIT

Program	Quantity	Price
Class B Horse Show (3-4 days)	1	\$75.00
Class C Horse Show (1-2 days)	1	\$30.00

At this point, you will have the Total Fees you selected in your Cart and you are ready to enter the information for checkout and payment. **(YOU MUST HAVE A PAID MEMBERSHIP PRIOR TO COMPLETING A FEE RENEWAL!)**

***Reminder: Once your Membership is renewed then you should log-in and update the information concerning your Fair (Dates/Contacts.....).**