



## Registration Instructions – ready to print

At first glance it might look time consuming to go through the registration procedure but if you follow these instructions it's pretty easy after all. Remember that the many steps in the procedure and payment **via the PayPal system** mean increased **security in connection with credit card payments**.

### Screen # 1

#### New User Registration

On this page you fill in your **Nickname** (i.e. the name you want to show in the members' list), your **e-mail address**, and your **password** (twice – first in the password field and then in the re-type password field). Then click the button **New User**.

### Screen # 2

#### New User Registration: Final Step

Check your **User Name** and your **e-mail adress**. Click the button **Finish** (or **Go Back** if you want to make any changes).

### Screen # 3 and e-mail

#### New User Account Created

On this page you will see that you are now registered as a new user.

In a few moments you will receive an e-mail with the subject "New User Account Activation". This e-mail contains a link (<http://positiveriding.com/modules> .....). Click this link and it will take you back to the website.

Registrations that are *not activated* via this link within 24 hours will automatically be cleared by the system. Should this occur against your wish, simply re-register.

### Screen # 4

#### New User Activation

When you click **this link** in the phrase "Please login from *this link* using your assigned Nickname and Password" your registration will be confirmed and you will reach the page for **payment via PayPal**.

### Screen # 5

#### Your name, Welcome to Positive Riding

Now you reach the page where you begin the payment procedure for your membership.

Click the big sign ***Become a Premier Member of Positive Riding! Click here.***

### Screen # 6

#### Payment

Click the orange button ***Subscribe*** in the column to the right, after the price and time period.

Note! For all residents in an EU-country, 25% sales tax will be added.

### Screen # 7

#### Enter Payment Information

If you already have a PayPal account, enter your e-mail address and password to proceed directly to the payment page.

If you do ***not*** already have a PayPal account, click on ***Click here*** after the question "*Don't have a PayPal account?*". The PayPal Billing Information page will display. Fill in the Country, Name, Credit card type, Address, etc. and complete your payment by entering the code that is shown in the squared field. Finish the procedure by clicking ***Continue Checkout.***

When you have completed your registration with PayPal you will automatically return to the Positive Riding website where you will now have access to all the content.

Note: Registrations that are activated, but for which the membership fee has not been paid, will remain in the Members' List. However, these members will not have access to the sections of the website that are reserved for subscribed members.