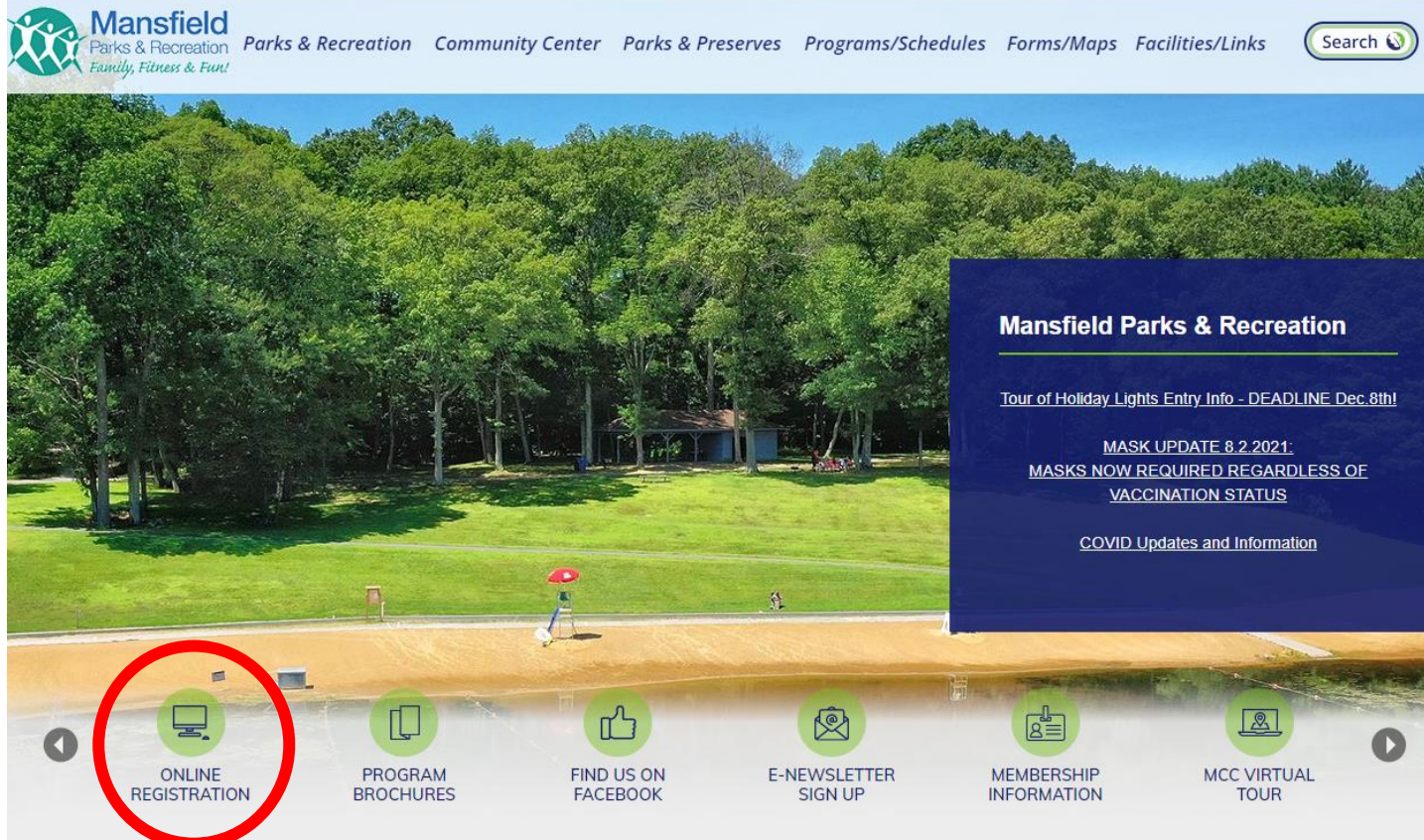
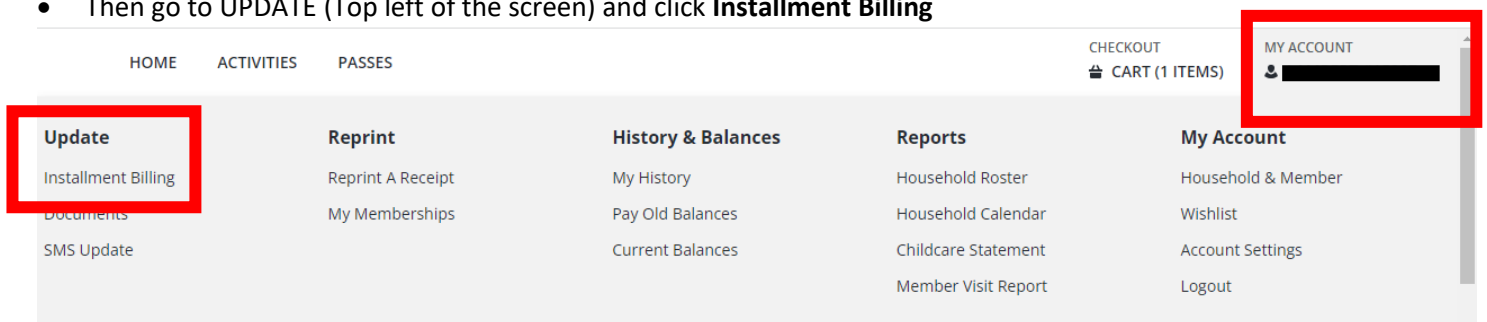


# UPDATING YOUR CREDIT CARD (FOR MONTHLY MEMBERSHIP DEDUCTIONS/PAYMENTS) -HOW TO-


- Go to [www.mansfieldcc.com](http://www.mansfieldcc.com)
- Click the “Online Registration” button – the first circular green button on the page:



- Click “Login” in the upper right hand corner.
- \* In order to register for programs you will need to login with an account. For those that have registered for programs or membership in the past through our office, Username is your 10 digit Home Phone (Ex: 8604290000) and Password is Primary Guardian's Last Name with the first letter capitalized (unless you have logged in and manually changed it before). If this doesn't work, please click the “forgotten password” link for assistance.
- **Username:** \_\_\_\_\_ **Password:** \_\_\_\_\_
- Once logged in click on MY ACCOUNT (Top left of the screen)
- Then go to UPDATE (Top left of the screen) and click **Installment Billing**




## Installment Billing

 I'm not a robot

## Current Installment Bills

Household Number: [REDACTED]

 Credit Card: 55XXXXXXXXXX [REDACTED] 3 Linked bill listed below.[Update Credit Card](#)

Name	Description	Next Bill Date	Bill Type	Next Bill Amount
[REDACTED]	NR Family Pass (81299)	01/01/2022	Credit Card	\$ 71.50

- On this screen you will see the CURRENT card that you have linked to your membership billing, you should now click UPDATE CREDIT CARD to add your new card.
- On the next screen you will enter in the NEW card:

## Payment Information

## Credit Card Input

Name On Card \*

Credit Card Number \*

Expiration Month \*

Expiration Year \*


CVV \*

Billing Street Address \*

Billing Zip Code \*

[Continue](#)[Cancel](#)

- Click Continue, on the next screen you will see this (on the top of the screen)

 Record was Successfully Updated!

- If you have a current balance due for your declined payment it will be in your CART. Click CHECKOUT and then you can proceed to paying the balance due from your declined payment.
- Proceed to Checkout

# Shopping Cart

Shopping Cart

	Description	Name	Total Fees	
<a href="#">Remove</a>	NR Family Pass (81299) (Active)	[REDACTED]	\$ 106.50	⋮
<b>Grand Total Fees Due</b>			<b>\$ 106.50</b>	
<b>Total Old Balances Not in Shopping Cart</b>			<b>\$ 0.00</b>	

[Proceed To Checkout](#)

[Continue Shopping](#)

[Pay Old Balances](#)

[Empty Cart](#)

Apply Coupon/Gift Certificate/Punch Payment/Reward

Type

Coupon ▼

Code

[Apply](#)