

# Member Payments Summary

This page provides a tool for manually tracking participants' payment status.  
It is not compatible with online payments and should only be used as an alternative when payments are being processed in other ways.

## Payments Received Summary ?

Role

ANY ROLE

Sub Role

☒ ANY Sub Role ☐ Select Sub Roles

Payment Start Date

1/01/2018

Payment End Date

8/10/2018

Player Name/ID

Registration

Registration Period

Select...

Registration Type

Select...

Search

PLAYER ID	MYRUGBY ID	NAME	NUMBER OF RECORDED PAYMENTS	TOTAL PAYMENT AMOUNT	SEASONAL PAYMENT STATUS	LAST PAYMENT DATE	
4118757	n/a	Oneill, Brandon	0		Not Paid		
4118747	n/a	Paige, Jimmy	0		Not Paid		

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The page will display a list of players with the number of payments that have been received within the specified date range as well as a record of the date the last payment was received.

Payment status can be changed and Payments can be added to a participant's record by clicking on the **edit** link next to the player's name.

Payment Start Date

1/01/2018

Payment End Date

8/10/2018

Refresh

### Summary for selected period:

NAME	NUMBER OF RECORDED PAYMENTS	TOTAL PAYMENT AMOUNT	LAST PAYMENT DATE
Paige, Jimmy	0		

Current Seasonal Payment Status

Not Paid

Update

### Payment Details for selected Period:

Add Payment

DESCRIPTION	PAYMENT METHOD	PAYMENT STATUS	RECEIPT/INV NO	AMOUNT	PAYMENT DATE	
Junior Registrastior	Cash		000000	100.	08/10/2018	

Use the drop down selector to change the payment status for the participant you are editing. New payments can be added by clicking the **Add Payment** link.