

HOW TO PAY YOUR INVOICE



ROTARY.ORG > MY ROTARY | Sign in/Register Club Finder Location/Language

Rotary My Rotary Exchange Ideas Take Action Learning & Reference **Manage** The Rotary Foundation Member News

CLUB & DISTRICT ADMINISTRATION **TOOLS** **BRAND CENTER**

- Club Administration
- District Administration
- Contributions
- Reports
- Club Invoice

- Community Marketplace
- RSS Feeds
- Mobile Apps
- Member Data Integration

- Our Story
- Guidelines
- Logos
- Materials
- Ads
- Images & Videos
- Strengthening Rotary Resources

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Go to rotary.org and sign in to MyRotary. Then go to **Manage**, then **Club Administration**.

CLUB ADMINISTRATION

ADD/EDIT/REMOVE

Add/edit/remove member

Add new members, edit current member contact information, and remove members that are no longer in your club.

Add/edit/remove club officers

Install, edit, or remove current and incoming club officers.

Update club meeting details

Update the time and place of your club's regular weekly meetings.

Update a club's permanent mailing address and contact info

Use this form to update your club's mailing address and contact information, including phone, fax, email, and website URL.

Add or remove vendor partner organization

Add a third-party service to manage your club and membership via an automated feed, or remove an existing data integration with an outside service.

Official Directory preferences

Update your preferences for the Official Directory.

CLUB INVOICE

Pay or view club invoice

Pay your club's semiannual dues with a credit card, or view your semiannual dues invoice.



Scroll down on **Club Administration** page and select **Pay or view club invoice**.

Rotary Club Of

Account Overview

As of 08 September 2014



Please select the items you wish to pay, select your payment currency (if you wish to change your default currency), and click [Continue to payment page](#) to enter your credit card information.

Item Number	Item Date	Item Description	Local Amount - Yen	USD Amount
SAR-0001313688	01-Jul-2014	Semiannual Dues	51408.00	504.00
		Outstanding Balance	51408.00	504.00

Payment Currency

Payment Amount

USD equivalent

Current RI Exchange

Rate per USD

Select your payment currency and select **Continue to payment page** to enter your credit card information.

[Continue to payment page](#)

Enter your billing information and select **Continue**.



Enter Billing Information

First Name

Middle Name

Last Name

Billing Address

City/State/Postal Code

Country

Japan

Phone

E-mail

Payment Type

[Previous](#) [Continue](#)

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Summary

Amount 8.00 Yen
Name
E-mail club_secy@rotary.org
Billing Address
Payment Type Visa

Confirm payment information and select **Continue**.

[Edit](#)

[Edit](#)

Continue

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Payment details:

Card No.:
 *

Expiration date:
 *

Security code:
 What is a security code? *

Continue

Enter credit card information and select **Continue**.

Your payment is submitted.

Thank you for paying your Dues online. This is your receipt; please print and save for your records.

Date (i.e. 01-Mar-2004):
Your transaction ID number is:
Your member ID is:
Amount paid:
Your Club Name is:
Your Club ID is:

You will get this message to confirm your payment.

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