



# Website Dinner Meetings and Sign-up Instructions

WFFC Website Development  
Committee

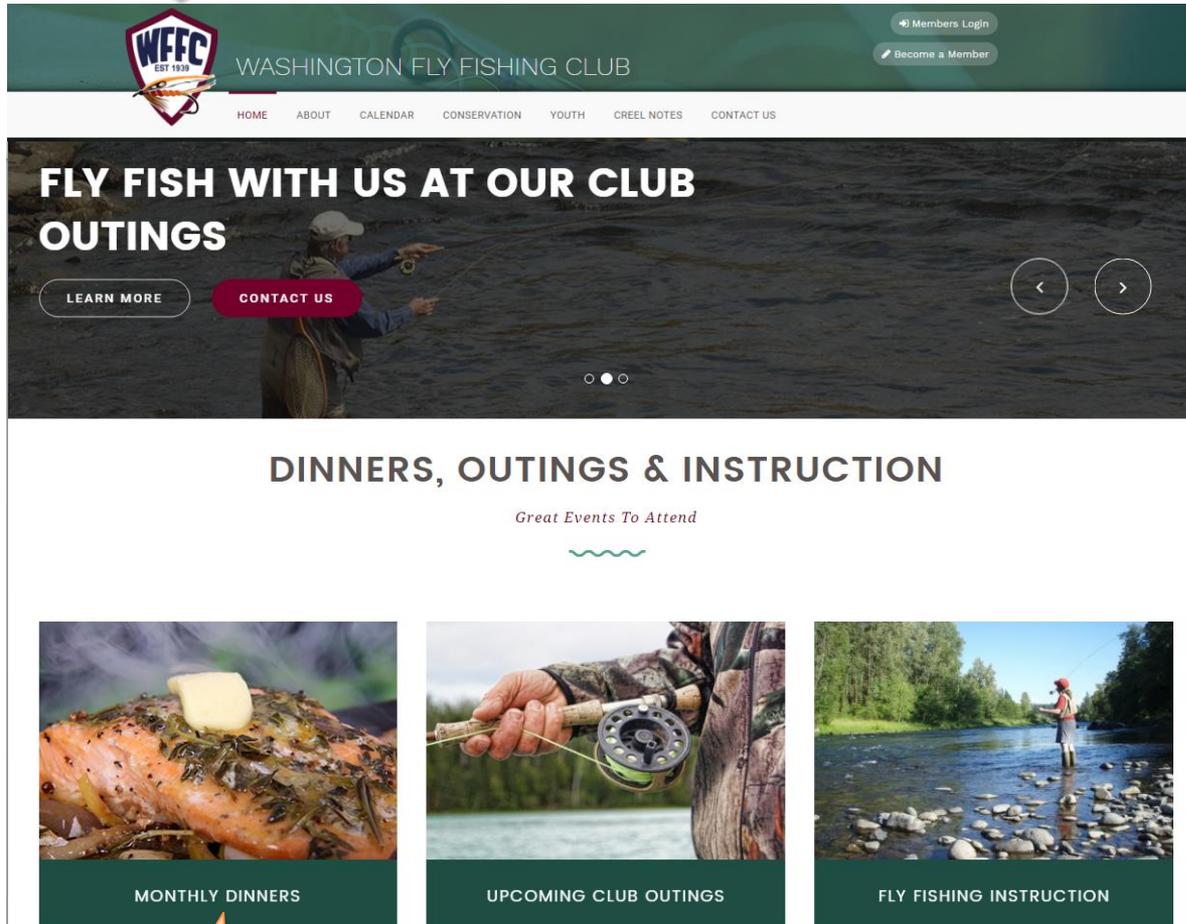
12/18/16

# Dinner Meetings & Signups Overview

1. Website instructions on how to sign in to “Public” and/or to login to the “Members Only” area to view the scheduled Dinner Meetings information, Who’s Attending reports (members only), how to signup for a dinner meal or cancel out of one.
2. The Dinner Meetings Events Calendar for the year are presented on page 4. Education Classes. Signups for classes may be made on the Public (as Guests) or on the Members Only (as Members) sides of the new website.
3. Class payments are set up so that a Member or Guest may “Pay at Event” with a check or cash or prepay with a Credit Card, described in pages 9 to 14.
4. Dinner Meetings cancelation instructions are described on pages 14 and 15.

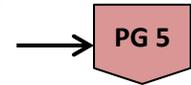
# “Public” WFFC Dinner Meeting Events Access

WFFC.com 



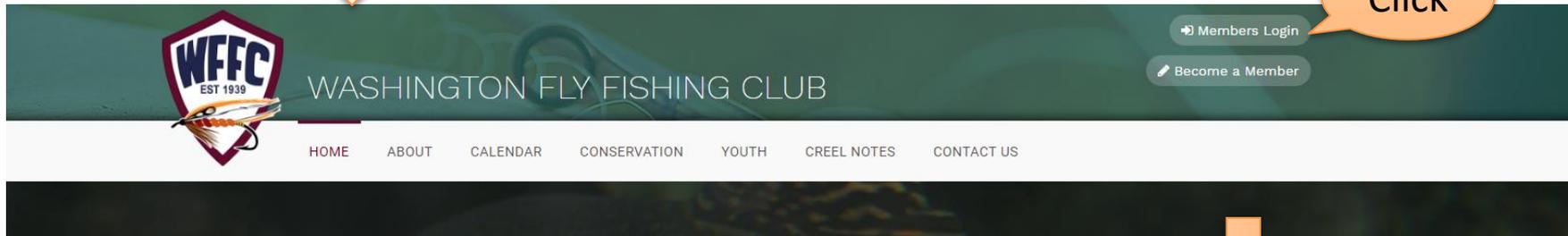
The screenshot shows the homepage of the Washington Fly Fishing Club (WFFC). At the top left is the WFFC logo with 'EST 1939' and a fly fishing hook. To the right of the logo is the text 'WASHINGTON FLY FISHING CLUB'. Further right are two buttons: 'Members Login' and 'Become a Member'. Below the header is a navigation menu with links: HOME, ABOUT, CALENDAR, CONSERVATION, YOUTH, CREEL NOTES, and CONTACT US. The main banner features a large image of a person fly fishing in a river, with the text 'FLY FISH WITH US AT OUR CLUB' and 'OUTINGS' in large white letters. Below this text are two buttons: 'LEARN MORE' and 'CONTACT US'. To the right of the buttons are two circular arrows for navigation. Below the banner is a section titled 'DINNERS, OUTINGS & INSTRUCTION' with the subtitle 'Great Events To Attend' and a wavy line separator. This section contains three cards: 'MONTHLY DINNERS' with an image of a cooked salmon, 'UPCOMING CLUB OUTINGS' with an image of a fly fishing reel, and 'FLY FISHING INSTRUCTION' with an image of a person fishing in a river.

 Click

 PG 5

# “Members Only” Dinner Meeting Events Access

WFFC.com



In the new WFFC Website, your email address is your Login Username



Click

Your password is the same one that you use in the current WFFC Website



Click

# “Members Only” Dinner Meeting Events Access - continued

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The screenshot shows the top portion of the Washington Fly Fishing Club website. On the left is the WFFC logo, which includes a fly and the text 'WFFC EST 1939'. To the right of the logo, the text 'WASHINGTON FLY FISHING CLUB' is displayed in a light green font against a dark green background. Further right are two buttons: 'My Account' and 'Logout'. Below this is a white navigation bar with links for 'HOME', 'ABOUT', 'CALENDAR', 'CONSERVATION', 'YOUTH', 'CREEL NOTES', and 'CONTACT US'. On the far right of the navigation bar is a 'MEMBERS ONLY' link with a person icon. Below the navigation bar is a large banner image of a person fly fishing in a forest. The text 'WFFC MEMBERS ONLY' is centered in large white letters, with 'Members only Perks and Features' written below it in a smaller font.



A thumbnail image showing a close-up of a cooked salmon fillet with a pat of butter melting on top. Below the image is a dark green bar with the text 'MONTHLY DINNERS' in white.

Click



A thumbnail image showing a person's hands holding a fly fishing rod with a reel. Below the image is a dark green bar with the text 'UPCOMING CLUB OUTINGS' in white.



A thumbnail image showing a person in a small boat on a calm lake surrounded by trees. Below the image is a dark green bar with the text 'FISHING CONDITIONS' in white.

PG  
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# Dinner Meetings Events Calendar

PG 3  
& 5



Click to view calendar as a List or in days of Month view

EVENTS FROM <i>Date</i>	SEARCH <i>Search</i>	NEAR <i>Location</i>	<b>FIND EVENTS</b>	VIEW AS List Month
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## January 2017

### WFFC Awards Banquet & Ryan Smith on “Puget Sound Cutthroat and Salmon Fly Fishing”

January 17, 2017 @ 5:30 pm - 10:00 pm  
Seattle Tennis Club, 922 McGilvra BLVD  
Seattle, WA 98112 United States

Bill Neal will make a presentation of numerous awards made in recognition of club members (or others) who have distinguished themselves through service to the club and the community. Gentlemen, please wear a coat and tie for this meeting. Ryan Smith, owner of the Avid Angler, will also present to us a slide show on “fly fishing on the Puget Sound for cutthroat and salmon from the beach or in a boat” with a following Q&A session.



PG 7

Click

[Find out more and sign-up »](#)

## March 2017

### WFFC Dinner Meeting – Joseph Bogaard, Save our Wild Salmon Executive Director

March 21, 2017 @ 5:30 pm - 9:30 pm  
Seattle Tennis Club, 922 McGilvra BLVD  
Seattle, WA 98112 United States

The courts are pushing the BPA and others to do more to save the Columbia River salmon and steelhead runs. Joseph Bogaard, will speak on “What’s the Evidence for tearing down the Snake River Dams to rebuild the Columbia salmon and steelhead runs. runs?”



[Find out more and sign-up »](#)

# Dinner Meeting Event Information

WFFC Awards Banquet & Ryan Smith on "Puget Sound Cutthroat and Salmon Fly Fishing"

January 17, 2017 @ 5:30 pm - 10:00 pm | \$34

PG 6 →



Bill Neal will make a presentation of numerous awards made in recognition of club members (or others) who have distinguished themselves through service to the club and the community.  
*Gentlemen, please wear a coat and tie for this meeting.*

Ryan Smith, owner of the Avid Angler, will also present to us a slide show on "fly fishing on the Puget Sound for cutthroat and salmon from the beach or in a boat" with a following Q&A session.

[+ GOOGLE CALENDAR](#) [+ I CAL EXPORT](#)

## Details

**Date:**  
January 17, 2017  
**Time:**  
5:30 pm - 10:00 pm

## Organizer

1st Ghillie

## Venue

Seattle Tennis Club  
922 McGilvra BLVD  
Seattle, WA 98112 United States  
[+ Google Map](#)



Enter the number of Members or Guests you are signing up for the Class

Click

Sign-up

2

Jan 17th "Chief's Choice" Meal

\$33.00

[Add to cart](#)

NOTE: For those intending to "pay at the door", please pay with cash or check (or credit card at dinner meetings).

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continued

# Dinner Meeting Event Signup – cont.

**PG 7** →

**Sign-up**

Jan 17th "Chief's Choice" Meal **\$33.00**

---

**ATTENDEE 1**

**First Name**

**Last Name**

---

**ATTENDEE 2**

**First Name**

**Last Name**

---

**Click** → **Add to cart** → **PG 9**

Enter the "First" and "Last Names" of the Attendees signing up for the Dinner Meeting Meals

# Dinner Meeting Event Signup – cont.

PG 8

✓ Cart updated.

Product	Price	Quantity	Total
Jan 17th "Chief's Choice" Meal	\$33.00	2	\$66.00

Coupon code

Verify that the Quantity of Meals signed up for is correct, and if not make corrections before clicking on the "Proceed to Checkout" button

## Cart Totals

Subtotal	\$66.00
Total	\$66.00

Click

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# Dinner Meeting Event Signup – cont.

This information is required for a the Member or Guest to be able to process the dinner meeting signup. If a member is signing up for themselves and or guests, this information is filled in from their Roster Information. If a Guest is signing up for a dinner, they will have to fill out all of the “\*” information. “Pay at Event” and “Credit Card” payment Order Receipts are sent to Billing Email Address.

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## Billing Details

**First Name \***  **Last Name \***

**Company Name**

**Email Address \***  **Phone \***

**Country \***

**Address \***

**Town / City \***

**State \***  **ZIP \***

## Additional Information

**Order Notes**

Will pre-populate with logged in member information. Update payee information if required. Guest payees must complete all billing information

## Your order

Product	Total
Jan 17th "Chief's Choice" Meal × 2	\$66.00
<b>Subtotal</b>	<b>\$66.00</b>
<b>Total</b>	<b>\$66.00</b>

Pay at Event

→ PG 11

Prepay Dinner

→ PG 12

Dinners may be paid for at the Dinner Meeting or prepaid for by credit card – your choice.

# Pay-at-Event Dinner Signup – cont.

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Select "Pay at Event"

Pay with cash or check at next event.

Click

Place order

Thank you. Your order has been received.

ORDER NUMBER: 2829    DATE: December 2, 2016    TOTAL: \$66.00    PAYMENT METHOD: Pay at Event

Pay with cash or check at next event.

## Order Details

Product	Total
Jan 17th "Chief's Choice" Meal × 2	\$66.00
<b>Subtotal:</b>	<b>\$66.00</b>
<b>Payment Method:</b>	<b>Pay at Event</b>
<b>Total:</b>	<b>\$66.00</b>

## Customer Details

<b>Email:</b>	jlgodhart@gmail.com
<b>Telephone:</b>	425-985-2316

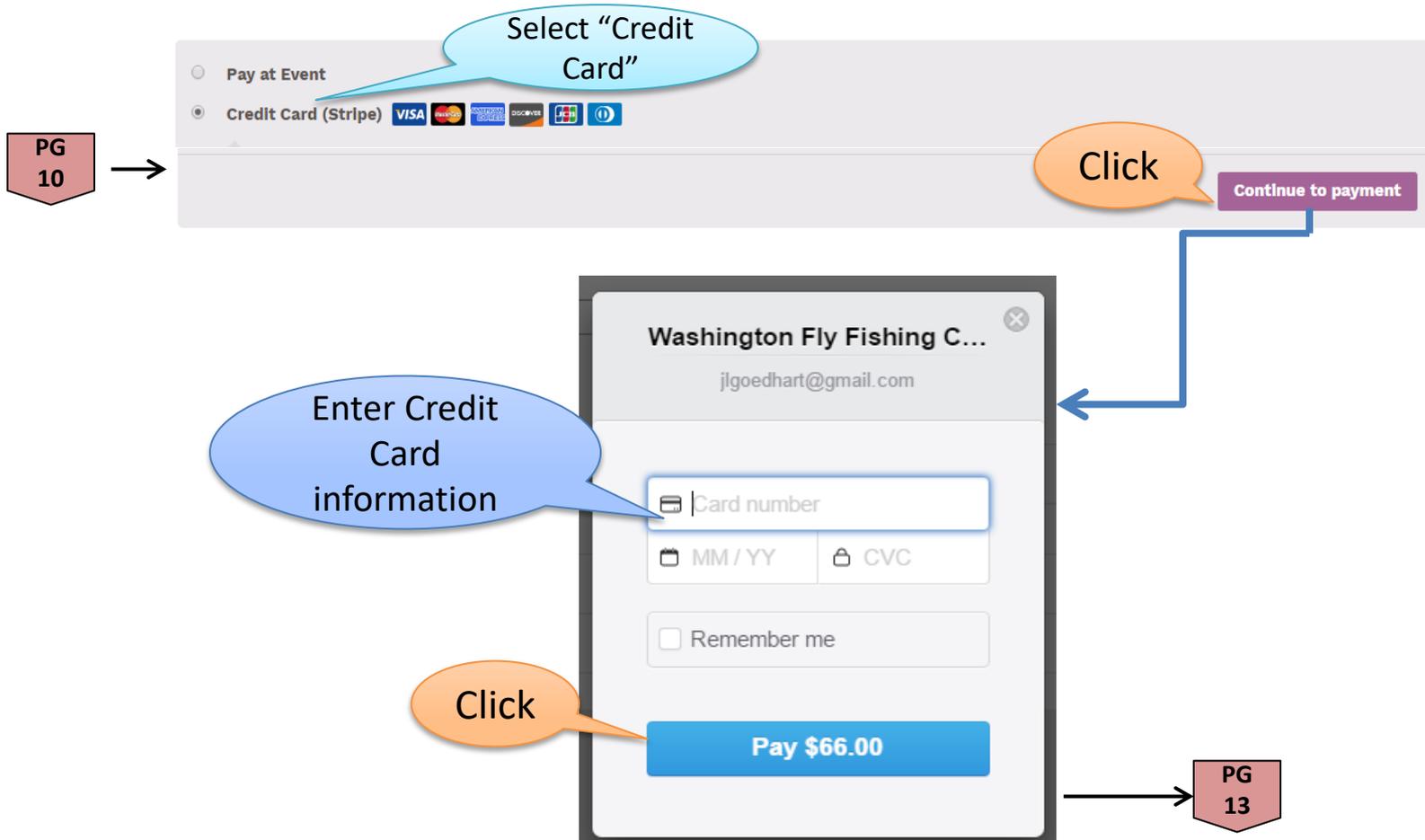
## Billing Address

Jim Goedhart  
1208 E. Lk. Sammamish Pkw. SE  
Sammamish, WA 98075

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14

Members or Guest who signup for "Pay at Event" dinners, must pay for their meal(s) at the Dinner Meeting by Cash, Check or Credit Card at the Ghillie Check-in Table.

# Credit Card Dinner Prepayment



Members or Guests may prepay directly for their dinner meal(s) by Credit Card

# Credit Card Dinner Prepayment – continued

Thank you. Your order has been received.

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ORDER NUMBER: 2832    DATE: December 2, 2016    TOTAL: \$66.00    PAYMENT METHOD: Credit Card (Stripe)

## Order Details

Product	Total
Jan 17th "Chief's Choice" Meal x 2	\$66.00
<b>Subtotal:</b>	<b>\$66.00</b>
<b>Payment Method:</b>	<b>Credit Card (Stripe)</b>
<b>Total:</b>	<b>\$66.00</b>

## Customer Details

<b>Email:</b>	jlgodhart@gmail.com
<b>Telephone:</b>	425-985-2316

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## Billing Address

Jim Goedhart  
1208 E. Lk. Sammamish Pkw. SE  
Sammamish, WA 98075

# Dinner Meeting Signup Confirmation Email

Emailed Dinner Meeting Pay at Event and Credit Card receipts

PG 11

PG 13

## Thank you for your WFFC event sign-up

Your sign-up event details are shown below for your reference:

Pay with cash or check at next event.

**Order #2829**

Product	Quantity	Price
Jan 17th "Chief's Choice" Meal	2	\$66.00
<b>Subtotal:</b>		\$66.00
<b>Payment Method:</b>		Pay at Event
<b>Total:</b>		\$66.00

You'll receive your tickets in another email.

**WFFC Event Details**

- Email: [jgoedhart@gmail.com](mailto:jgoedhart@gmail.com)
- Tel: [425-985-2316](tel:425-985-2316)

**Billing address**

Jim Goedhart  
1208 E. Lk. Sammamish Pkw. SE  
Sammamish, WA 98075

Washington Fly Fishing Club

Need to cancel? Please click [here](#).

Click for Cancellation Instructions 

## Thank you for your WFFC event sign-up

Your sign-up event details are shown below for your reference:

**Order #2832**

Product	Quantity	Price
Jan 17th "Chief's Choice" Meal	2	\$66.00
<b>Subtotal:</b>		\$66.00
<b>Payment Method:</b>		Credit Card (Stripe)
<b>Total:</b>		\$66.00

You'll receive your tickets in another email.

**WFFC Event Details**

- Email: [jgoedhart@gmail.com](mailto:jgoedhart@gmail.com)
- Tel: [425-985-2316](tel:425-985-2316)

**Billing address**

Jim Goedhart  
1208 E. Lk. Sammamish Pkw. SE  
Sammamish, WA 98075

Washington Fly Fishing Club

Need to cancel? Please click [here](#).

Click for Cancellation Instructions 

Dinners paid for at the Dinner Meeting will be recorded by the Treasurer by order number.

# Dinner Cancellations Process

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## Dinner Meeting Sign-up Cancellation Instructions:

- Click on “Contact Us” located on the menu bar above to send a dinner cancelation email request.
- In the “Send to” drop down list, select “1<sup>st</sup> Ghillie”
- In the “Reason for Contact” drop down list, select “Cancellation”
- In the “Your Message” box, record the date and Order # of the Dinner Meeting Meal to be cancelled and add your phone number in case we have questions.
- Click on “Submit”

Dinner Cancelation requests must be submitted to the 1<sup>st</sup> Ghillie before midnight on the Thursday before the scheduled Tuesday Dinner Meeting date, after which, your dinner payment is guaranteed the Seattle Tennis Club.

# Dinner Meeting Event – Who’s Attending Report

PG 7

## Venue

Seattle Tennis Club

922 McGilvra BLVD  
Seattle, WA 98112 United States  
+ Google Map

**Phone:**  
206-324-3200

**Website:**  
<https://www.seattletennisclub.org/>



Member Zip Codes listed to encourage Dinner Meeting carpooling

## Who's Attending (9)

Name	M/G	Guest Of/By	phone	ride zip
Chuck Ballard	Member	Jim Goedhart	425-985-2316	98075
Gary Gergqu	Guest	Jim Goedhart	425-985-2316	
Brent Goedhart	Guest	Jim Goedhart	425-985-2316	
Caroline Goedhart	Guest	Jim Goedhart	425-985-2316	
Jim Goedhart	Member		425-985-2316	98075
Ryan Goedhart	Guest	Jim Goedhart	425-985-2316	

A Roster name match determines if a "Member"

The "Who's Attending" is the list of all of the Members or Guests who have signed up for the Dinner Meeting and is only available to members.