



NEW ZEALAND ASSOCIATION OF LANGUAGE TEACHERS

Using the online system for payment of subs

Follow the steps outlined below to make your payment, using your credit card.

- 1 Go to the NZALT website and click on the Membership Database login tab.
- 2 Enter your login username and your password. (Your username is your membership number, your password is your first name – case-sensitive.)

Membership Database login

A valid username/password pair is needed.

Username:

Password:

To access NZALT Members you need to enter a valid username and password.
If you lost your account info you can send an email to jane.lee@ace.ac.nz **This is not the log-on page. It is an example only**

- 3 Click on [Edit membership data](#).

Navigator

- Home
- Contact NZALT
- LOGOUT

Member data ?

- [Edit membership data](#)

Member ?

- Member information

- 4 Click on [Subs](#) tab.

Payment History **Subs** Emails

Institution:

St Peter's School, Cambridge
HOD Languages
Private Bag 884
Cambridge
Waikato

- 5 Click on [blue](#) invoice number, which corresponds to the outstanding amount owing for current year. If you have already paid this amount, it will be black.

#	Del	Edit	Id	Invoice number	InvoiceDate
1	✗		656	6056	20.03.2006
2	✗		1507	6907	22.01.2007

- 6 You will see the following, which summarises you payment details. Click on [Submit](#).

Id and Invoice No 789-6907

Membership Dues

Privacy Policy

Any personal information that is provided by the user of this web:

Secure Payment Policy

All Credit Card transactions are processed immediately with We card details you enter are safe because they are not stored or a confirmation of transaction approval or decline before being retu

We accept the following credit cards:



- 7 Click on the credit card of your choice (VISA, Mastercard or American Express).



Westpac Internet Payment Solution

Your details will be sent and processed by Westpac New Zealand and will not be disclosed to the merchant.

Merchant name: **The NZ Association of Language Teachers**



Select your preferred payment method

Pay securely using SSL+ by clicking on the card logo below:



©2006 Westpac New Zealand Limited

SECURE PAYMENTS POWERED BY DIALECT

- 8 Enter your credit card details in the boxes.
Click on [pay](#).



Westpac Internet Payment Solution

Your details will be sent and processed by Westpac New Zealand and will not be disclosed to the merchant.

Merchant name: **The NZ Association of Language Teachers**



Enter your card details



VISA:

You have chosen VISA as your method of payment. Please enter your card details into the form below and click "pay" to complete your purchase.

Card Number :: [] - [] - [] - []

Expiry Date :: [] / [] month/year

Purchase Amount :: **NZD \$68.00**



I hereby authorise the debit to my VISA Account in favour of The NZ Association of Language Teachers

If you have any difficulty following these instructions,
please contact the webmaster at nzalt@paradise.net.nz