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FAQ | Membership Administration

Link Members to Create a Family and Set up Family Paying

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2. Then click on the icon "New". A new window will appear. You can now select the member you want to add as a family member. Use the "Membership type" filter options at the top and the options at the bottom to easily find the relevant member.

Click on the member's name in the list and click "Ok".

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	C-Type	Number	Last Name 🛛 🗣	First name	Homedub Name	Agegroup	Ehcp	CustomerAccount	AWS Name	
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	Mitglied	18	Becker	Elena	Test-GC Albatros	JuB	14,7	18	BeckerEl1	
	Mitglied	14	Becker	Boris	Test-GC Albatros	JuSH	9,4	14	BeckerBo1	
	Mitglied	12	Becker	Noahh	Test-GC Albatros	JunH	15,9	12	BeckerNo1	
	Mitglied	30	Betz	Thomas	Test-GC Albatros	JuSH	16,0	30	BetzTh1	
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	Mitglied	19	Bocklet	Frank	Test-GC Albatros	JuSH	4,6	19	BockletFr1	
	Mitglied	161	Bunot	Simone	Test-GC Albatros	SenD	22,7	161	BunotSi 1	
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- 3. Next select the member that will be the head of the family and click the "Family Head" button.
- 4. Finally, click on "Family paying" so that all members display a "Yes" in the column "FamilyPaying". Now, only the head of the family will be invoiced.

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