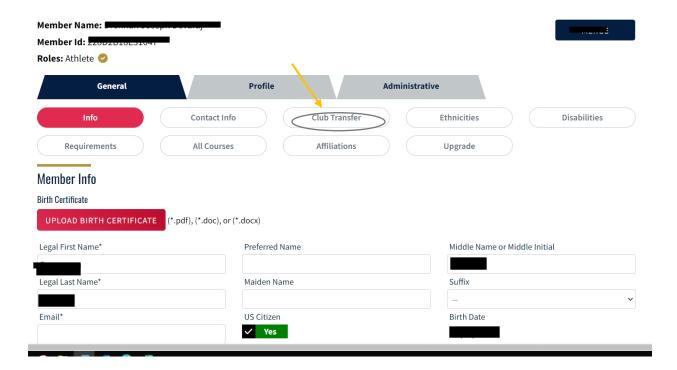
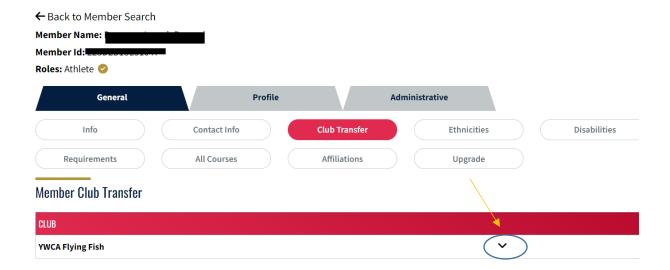
TRANSFERRING YOUR ATHLETE TO A NEW CLUB

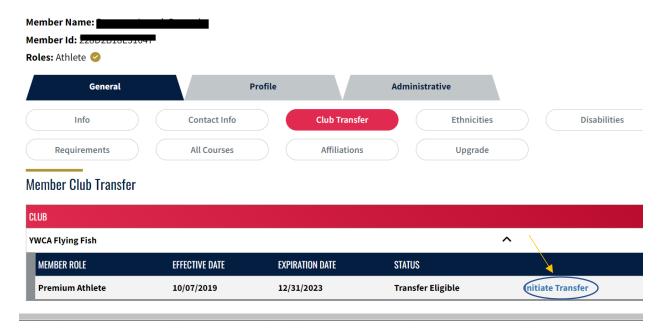
- Log into your account on the USA Swimming website and choose the membership of the athlete you wish to transfer to a
 new club and click on their name.
- 2. Next you will see the following screen. Click on the "Club Transfer" pill to proceed.



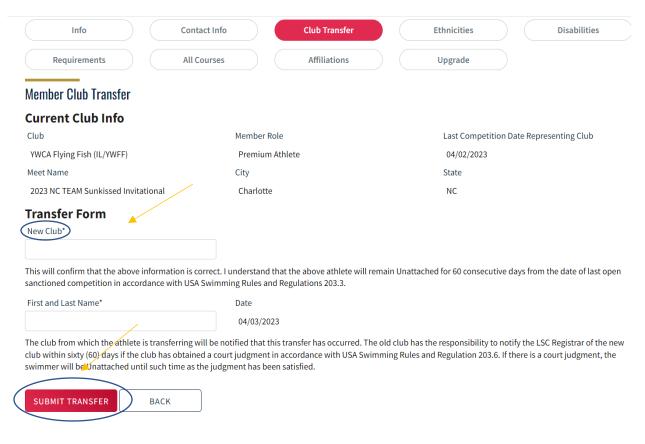
3. You will now see the transfer screen. Click on the down arrow by the current club's name.



4. Once you click on the down arrow you will proceed with the transfer to the new club. Click on "Initiate Transfer"



5. You will now fill out the new club code and/or name of the new club in the space provided marked "New Club*" Put in the first and last name of the person completing the transfer and click on "Submit"



You have now completed the club transfer process. The process will be approved by the LSC Registrar and your new club will be invoiced for the transfer fee.