

HOW TO ACCESS “LIVE” ONLINE STATEMENTS

You would follow the same procedure to access statements.

1. Go to our website homepage www.kingsvillegolf.com.
2. Click on the “Book Tee Times” button located at the centre of the screen.
3. Click on “Members Enter Here” option.
4. Login using your username and password.
5. Move your mouse over top of “Menu” in the upper left of the grey Tee On box.
6. Click on “My Account” from the drop-down menu.
7. Click on “Reports” (last option).
8. All of your statements of the current year will appear.
9. Select the grey “Recent Activity” button located above your statements.
10. Once you click on the button, a recent statement will download to your device. When you open the statement, it will show all transactions starting from the 1st of the current month.

Please note that all payments may take up to 4-5 business days to show on your statement.

Should you require any assistance, please contact Ashley at 519-733-6561 ext. 123 or office@kingsvillegolf.com