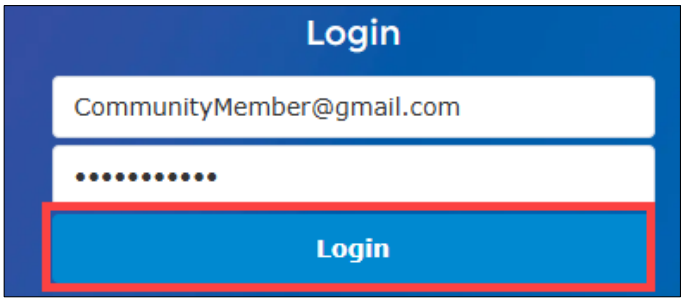
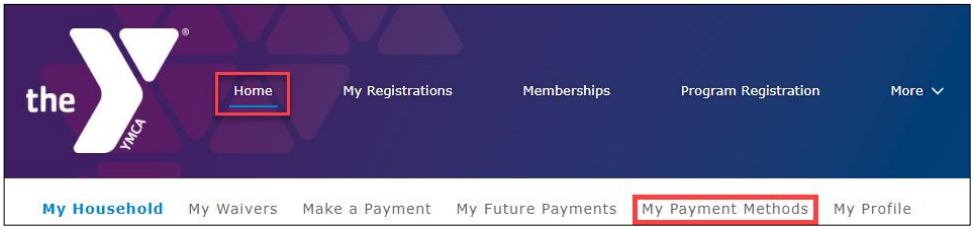
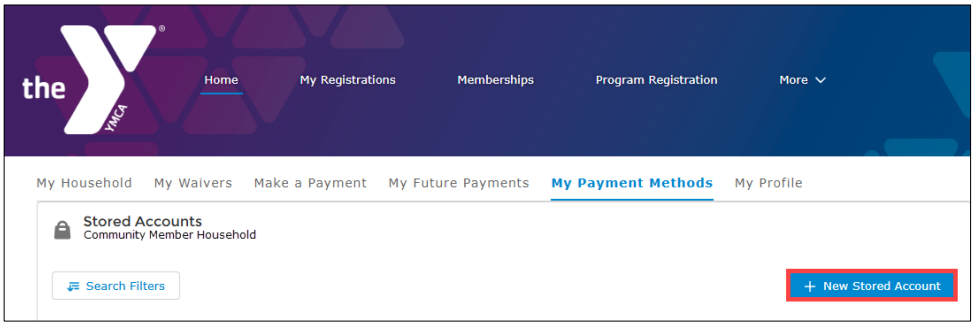
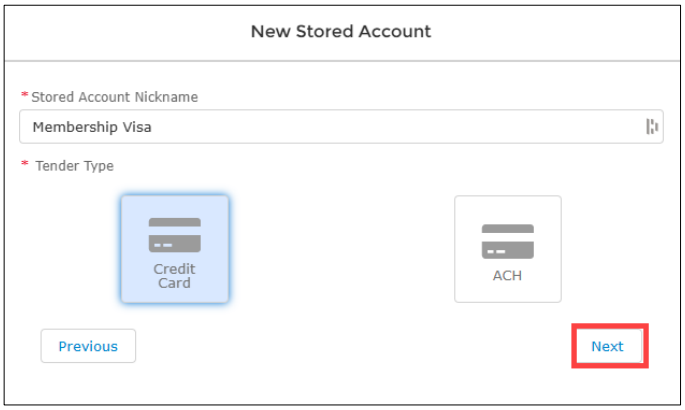
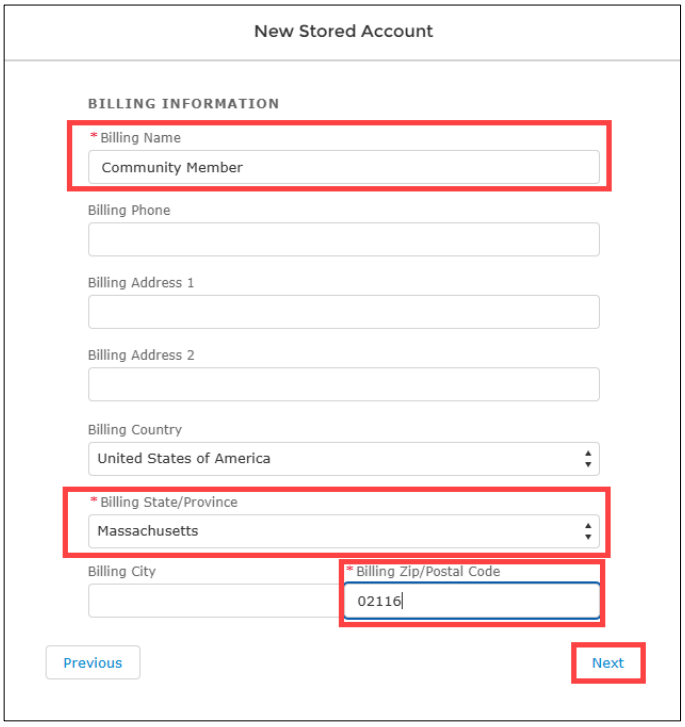
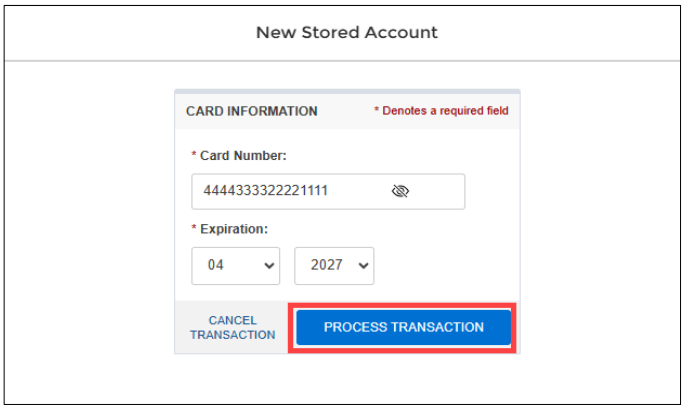
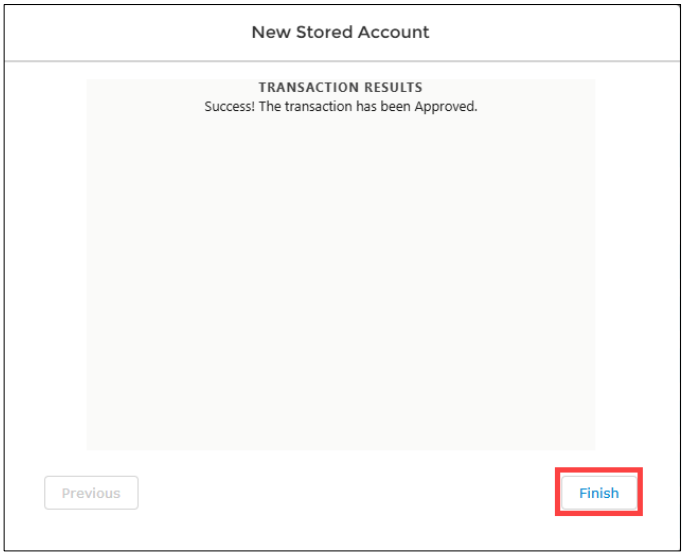
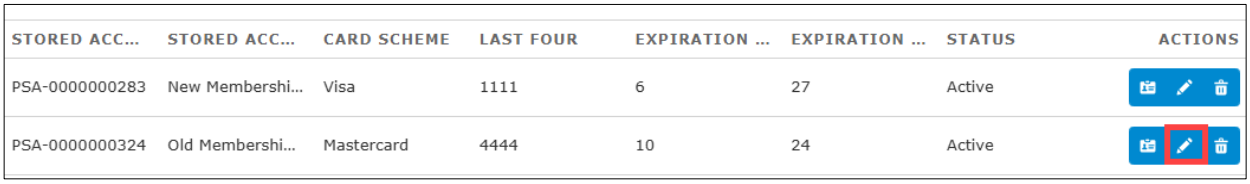
Adding a Credit Card to Your YMCA Online Account

Step	Action
1	Go to community.ymcaboston.org and log in to your online account 
2	On the home page, click on the "My Payments Methods" tab 
3	In the "Stored Accounts" section, click on + New Stored Account 

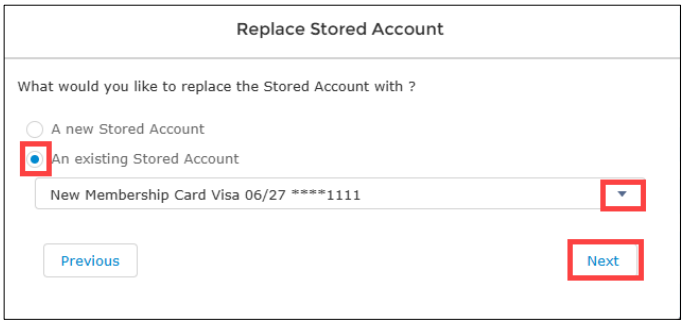
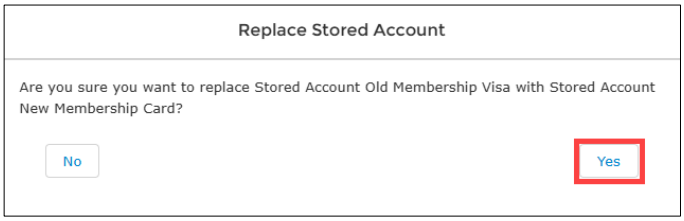
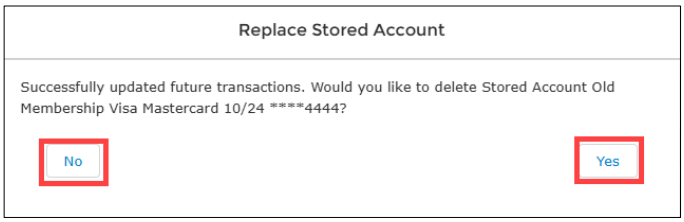
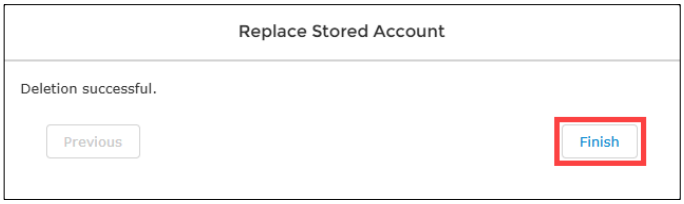
Adding a Credit Card to Your YMCA Online Account

Step	Action
4	Click in the "Stored Account Nickname" field and create a name for the card being added. (Please note, there is a 20-character limit for this field) Under "Tender Type" click on then click 
5	Once on the "Billing Information" page, complete all mandatory fields indicated by the *, then click 

Adding a Credit Card to Your YMCA Online Account

Step	Action
6	Click PROCESS TRANSACTION 
7	Click Finish 
8	Find the card that you want to replace from your list of Stored Accounts and click 

Adding a Credit Card to Your YMCA Online Account

Step	Action
9	To replace the old card with the card entered in steps 3-7, click the button next to "An existing Stored Account", use the drop down menu to select the new card, and click Next 
10	Click Yes to confirm the replacement 
11	Click Yes to delete the old card, or No to keep the old card in the Stored Account list  If the card is being kept on the account, no further action is needed after clicking No
12	If deleting the old card, click Finish to finalize removal