




## Glofox - How to sign up

Glofox is the management app which Jay Bultler BJJ Academy uses to manage your membership and bookings.

This document will take you through the steps to download the application.

Download the app	Go to your app store (whether Apple or android). The app is called GLOFOX (health) 
Look for our Academy	Type in "Jay Butler Brazilian Jui Jitsu" (as written here with no space in between) and then click on
Register your account	it Click on the register button at the bottom right hand side of the screen. Adults should create an account using their details, setting a unique password for themselves. Parents creating accounts for their children must FIRST set up an adult account for themselves, then select the add child button which will then enable the parent to add and manage their childrens' account from one place
Payment Details	You will need to enter your card details securely

	<p>for the account that the membership fees will be taken from every month.</p> <p>When your card expires OR is replaced (lost etc), you will need to update the details via the app</p>
Payment date	<p>The sum is taken on the same date &amp; time each month (save for some odd dates at the end of certain months) - for example your normal payment date may be the 31st but the particular month has only 28 or 30 days)</p>
Managing your account	<p>The app is pretty simple to use. You must use it to make a booking for each class as this monitors your credits and helps us manage class numbers.</p> <p>The app shows all payments made and the general nature of the membership.</p> <p>If you have any issues or need a password re-set then don't hesitate to contact our team</p>
Class numbers	<p>Please note that all classes have a maximum number. You must book your session before coming to class to secure your space</p>

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