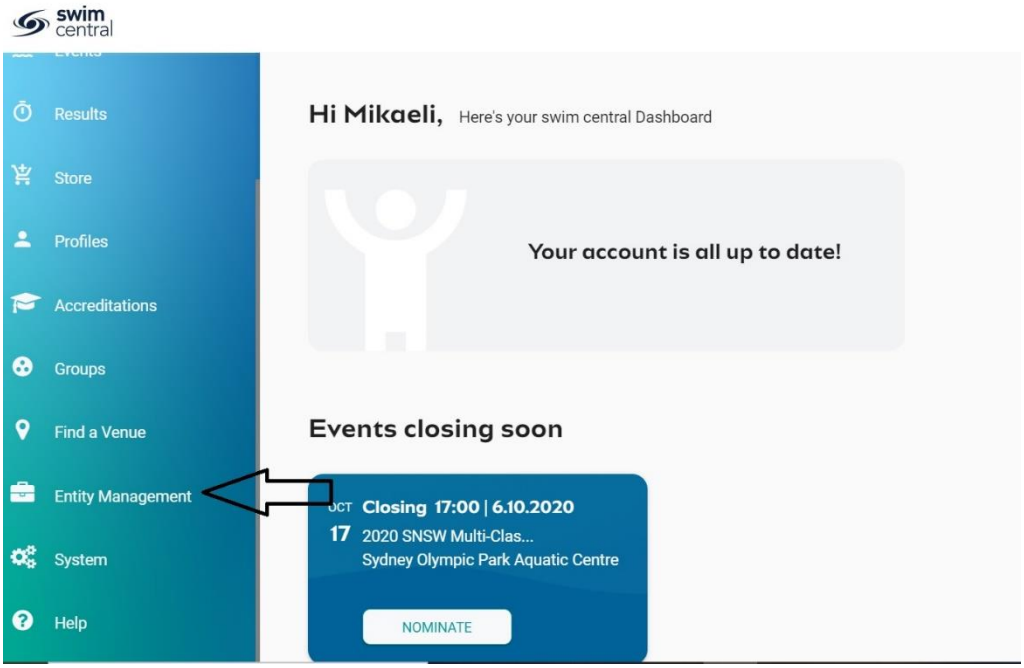
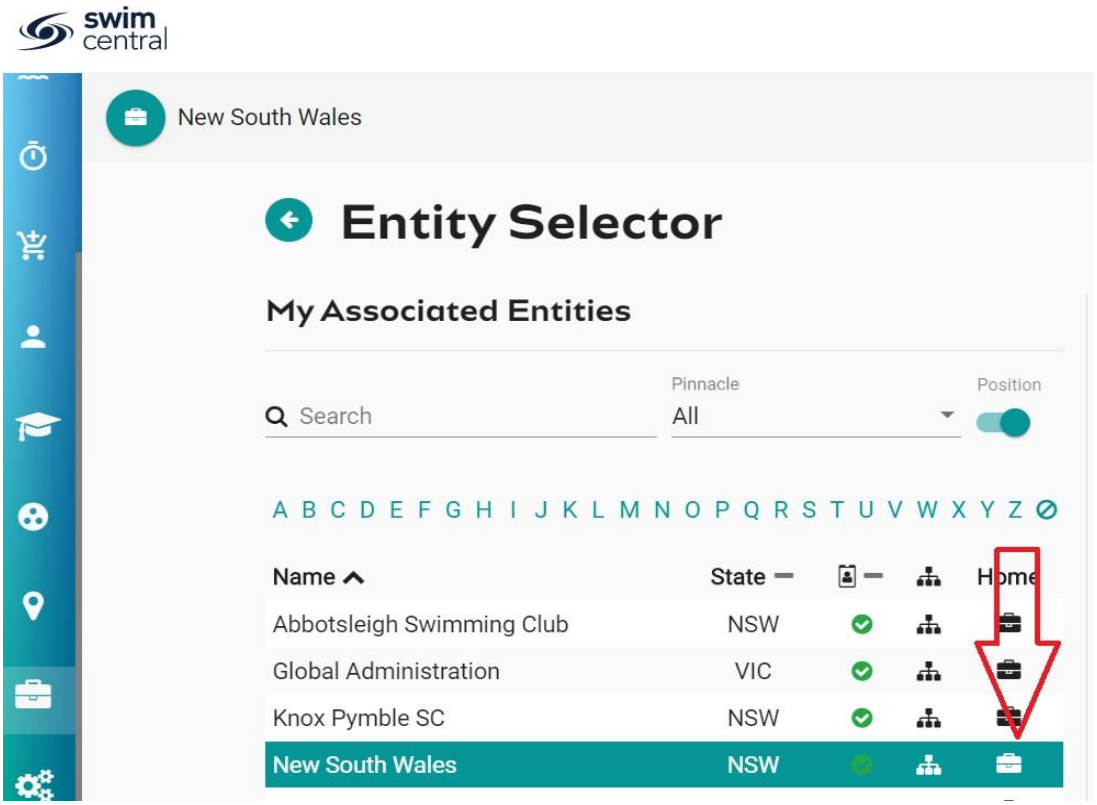
How to make membership products un/available for purchase

To make membership products Inactive & unavailable for purchase, refer to the following steps.

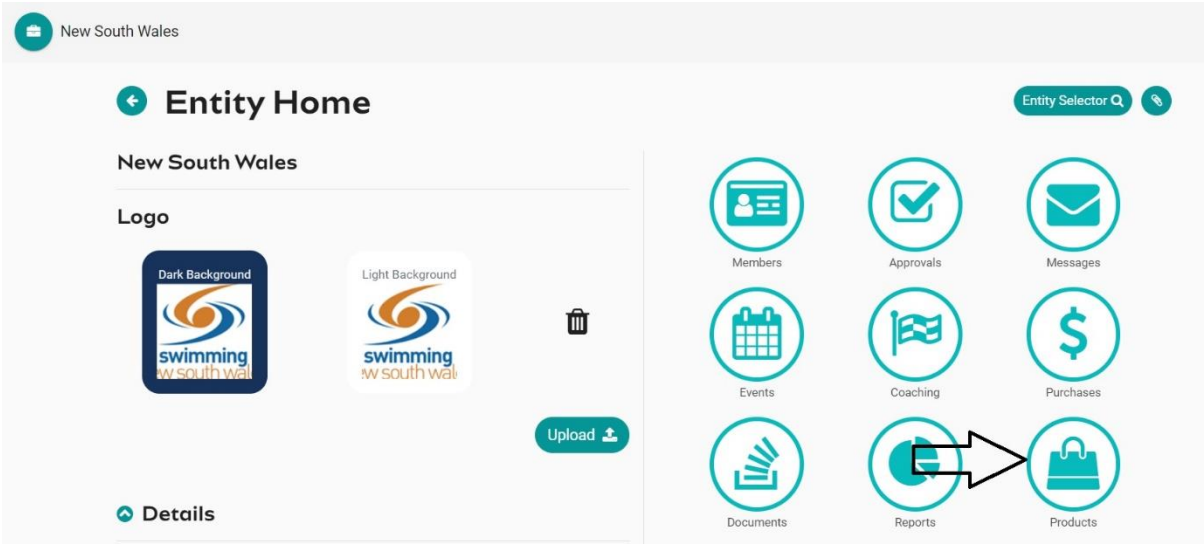
Log into Swim Central and navigate to ***Entity Management***, enter in your four-digit pin.



Access your ***entity home***

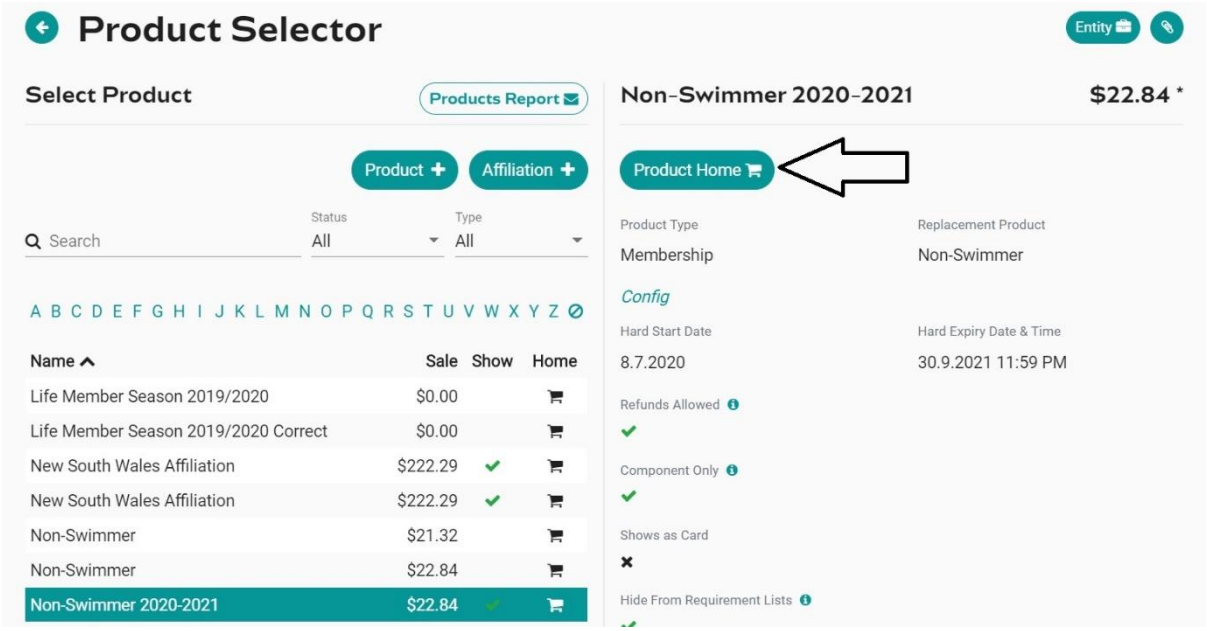


Click on the ***Products*** icon

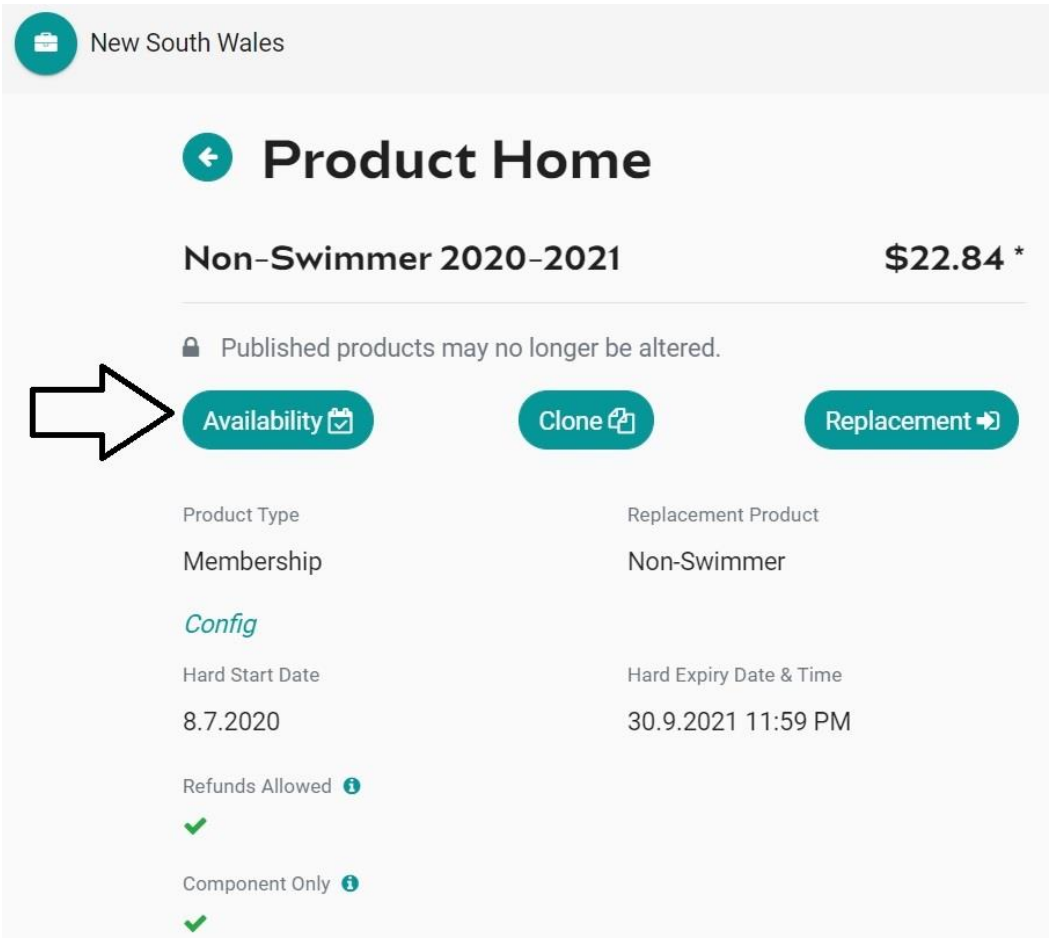


A list of your clubs' products will appear on the left-hand side of the screen. Select the relevant product and click ***product home***.

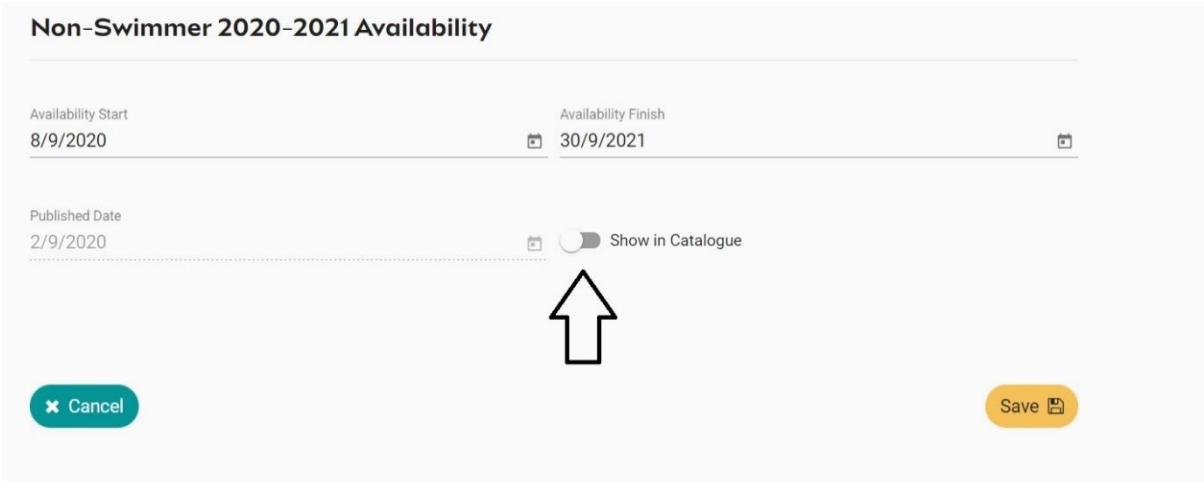
**Note: a green tick next to the products price, indicates it is available for purchase.



Click ***availability***



To switch availability off, toggle ***off*** show in catalogue.



Click ***Save***