

<p><b>STEP 1</b></p>	<p><b>LOGIN TO THE FAMILY ACCOUNT</b></p>	
<p><b>STEP 2</b></p>	<p><b>CLICK THE BLUE VIEW BUTTON BESIDE THE APPROVED MEMBER'S NAME</b></p>	
<p><b>STEP 3</b></p>	<p><b>CLICK THE EVENTS LINK ON THE LEFT SIDE NAVIGATION MENU</b></p>	
<p><b>STEP 4</b></p>	<p><b>CLICK THE EVENT NAME THAT HAS THE WORD RESUBMIT BELOW IT</b></p>	
<p><b>STEP 5</b></p>	<p><b>ANSWER ALL THE QUESTIONS AND MAKE NECESSARY CHANGES. CLICK THE BLUE NEXT BUTTON TO ADVANCE.</b></p>	
<p><b>STEP 6</b></p>	<p><b>ENTER THE PAYMENT IF APPLICABLE AND SUBMIT ON THE FINAL SCREEN</b></p>	