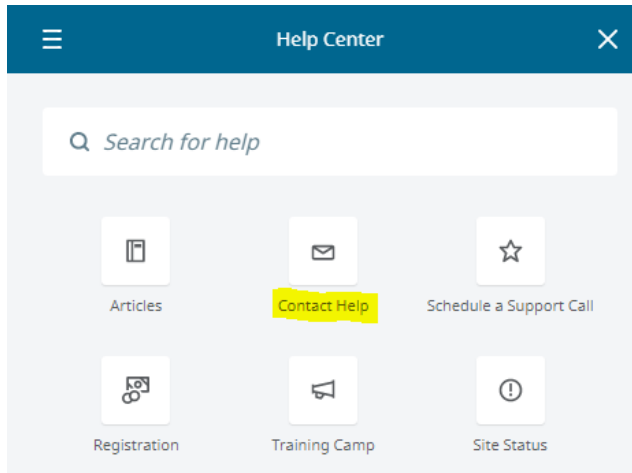


## Club Assignment Functionality through the SE HelpDesk

The SE HelpDesk team has recently added functionality that will allow them to:

1. Clear club assignments from existing memberships
2. Accept the club assignment request on behalf of a member in an emergency situation



Important limitations to this functionality include:

- The profile that needs to accept the club assignment must already have the necessary membership (if it doesn't a payment would be needed).
- The club assignment must already have been sent to this profile by the club or Region.
- Only USAV/Region admins can request that this be done for a profile. The HelpDesk Team will not grant this request for club administrators.
- The HelpDesk Team accepting club assignments should only be used in emergency situations for a small number of members.

When requesting that the help desk do this for a member of your Region, it is important to be very specific about the member (provide account email and link to the specific profile) and the membership (membership name and date of purchase) that you would like this done for.