

Membership Guide



For HomeTeamNS Members (except Social Members)

Apply - Login - View - Update - Add - Book

CONTENTS

1. How to Get Started
 2. How to Apply
 3. Login to Membership Account
 4. View Virtual Card
 5. Retrieve Member ID
 6. Reset Password
 7. Change Password
 8. Update Particulars
 9. Apply for Supplementary Membership
 10. Book Facilities
 11. Book Chalets
 12. Book Social Activities
-

HOW TO GET STARTED

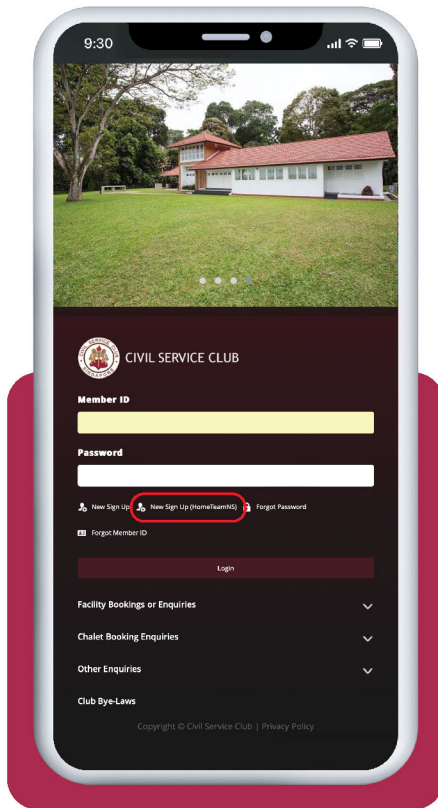
Mobile App



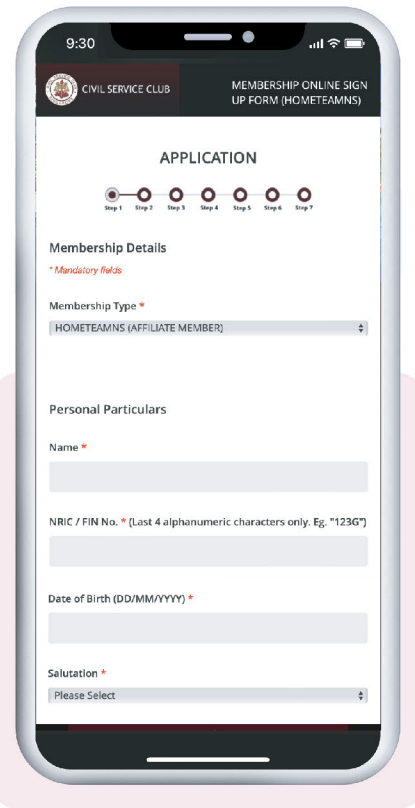
Web Login



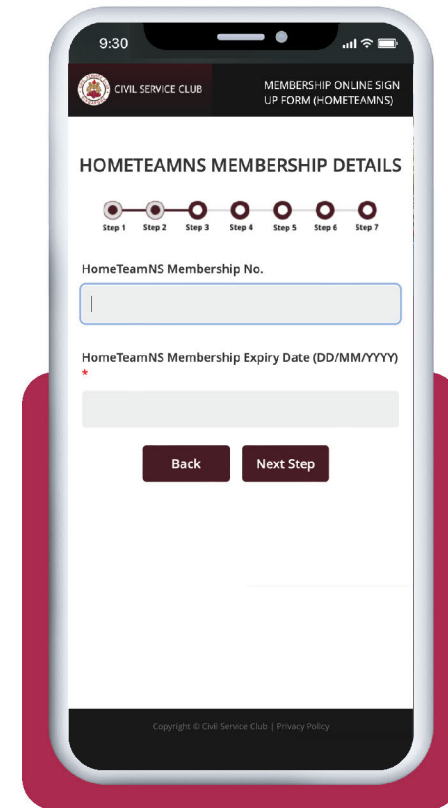
HOW TO APPLY



Step 1:
Select New Sign Up (HomeTeamNS)

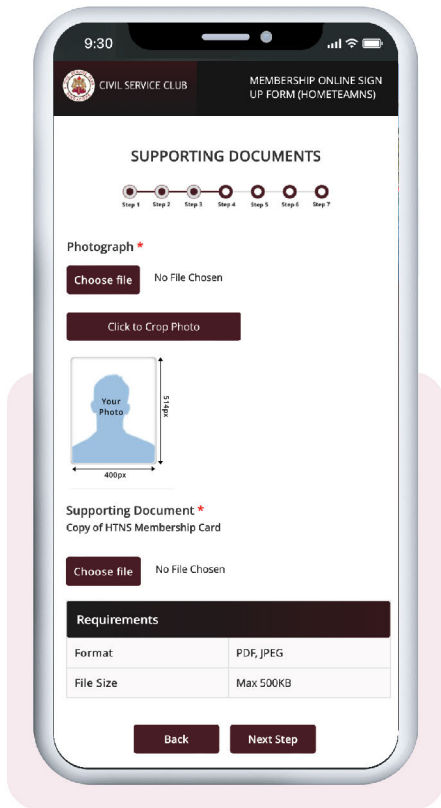


Step 2:
Enter your details



Step 3:
Enter your HomeTeamNS
membership details

HOW TO APPLY



9:30 CIVIL SERVICE CLUB MEMBERSHIP ONLINE SIGN UP FORM (HOMETEAMNS)

SUPPORTING DOCUMENTS

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7

Photograph *

Choose file No File Chosen

Click to Crop Photo

Your Photo
400px
480px

Supporting Document *
Copy of HTNS Membership Card

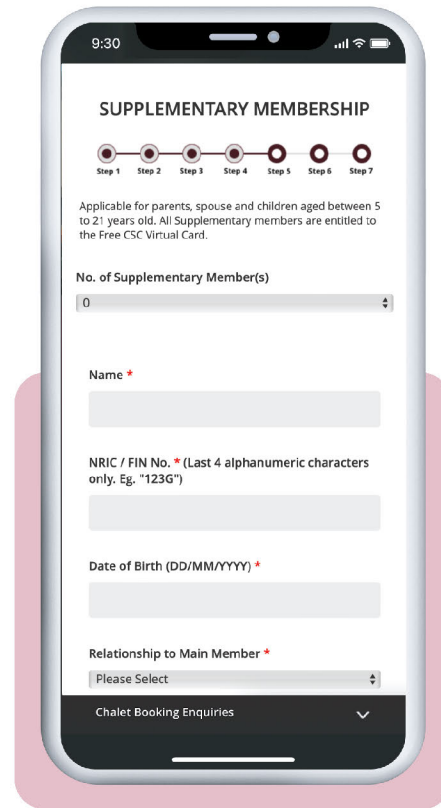
Choose file No File Chosen

Requirements

Format	PDF, JPEG
File Size	Max 500KB

Back Next Step

Step 4:
Upload your photograph and a copy of HomeTeamNS membership card



9:30 CIVIL SERVICE CLUB MEMBERSHIP ONLINE SIGN UP FORM (HOMETEAMNS)

SUPPLEMENTARY MEMBERSHIP

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7

Applicable for parents, spouse and children aged between 5 to 21 years old. All Supplementary members are entitled to the Free CSC Virtual Card.

No. of Supplementary Member(s)
0

Name *

NRIC / FIN No. * (Last 4 alphanumeric characters only. Eg. "123G")

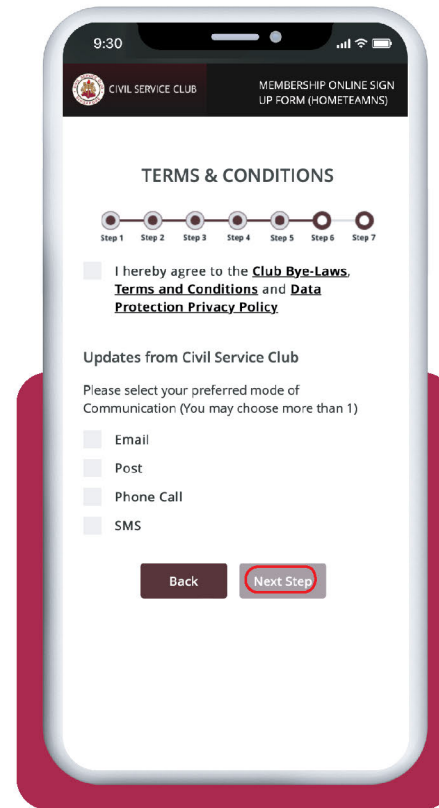
Date of Birth (DD/MM/YYYY) *

Relationship to Main Member *

Please Select

Chalet Booking Enquiries

Step 5:
Enter details of Supplementary Member(s), if any



9:30 CIVIL SERVICE CLUB MEMBERSHIP ONLINE SIGN UP FORM (HOMETEAMNS)

TERMS & CONDITIONS

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7

I hereby agree to the **Club Bye-Laws, Terms and Conditions** and **Data Protection Privacy Policy**.

Updates from Civil Service Club

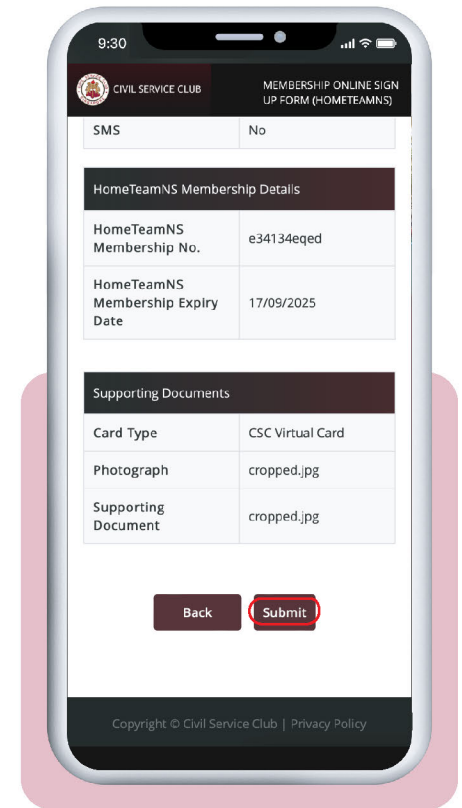
Please select your preferred mode of Communication (You may choose more than 1)

Email
 Post
 Phone Call
 SMS

Back Next Step

Step 6:

- Check and acknowledge Terms & Conditions
- Select your preferred mode of communication
- Select Next Step



9:30 CIVIL SERVICE CLUB MEMBERSHIP ONLINE SIGN UP FORM (HOMETEAMNS)

SMS No

HomeTeamNS Membership Details

HomeTeamNS Membership No.	e34134eqed
HomeTeamNS Membership Expiry Date	17/09/2025

Supporting Documents

Card Type	CSC Virtual Card
Photograph	cropped.jpg
Supporting Document	cropped.jpg

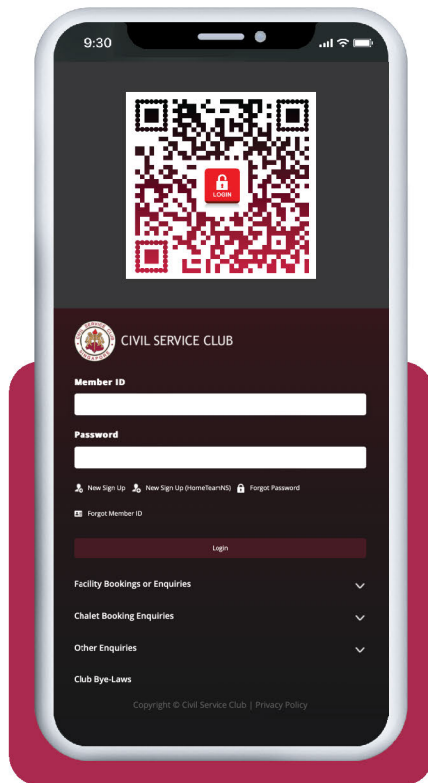
Back Submit

Copyright © Civil Service Club | Privacy Policy

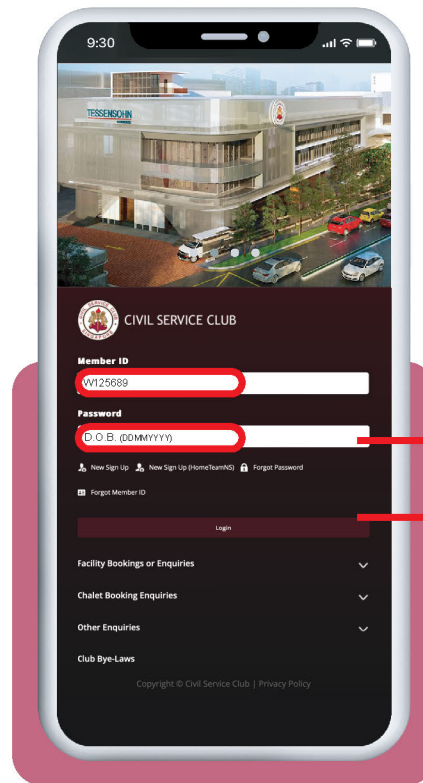
Step 7:
Select Submit and complete your registration

HOW TO LOGIN

Membership Account Guide



Step 1:
Scan the QR to access

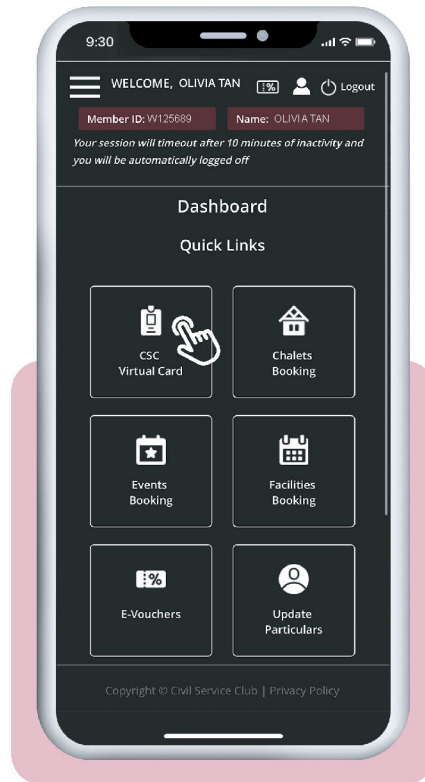


Step 2:
Login to your account

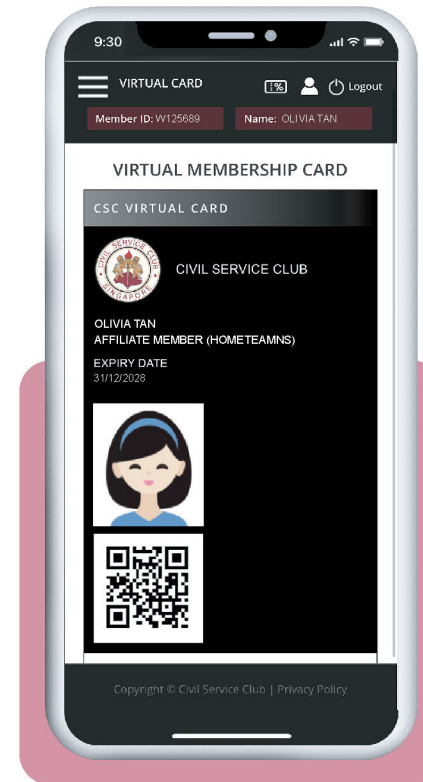
Enter your Member ID

Enter DDMMYYYY (D.O.B.)
**Default password. If you have changed your password, log in using your existing password.*

HOW TO VIEW Virtual Card Guide

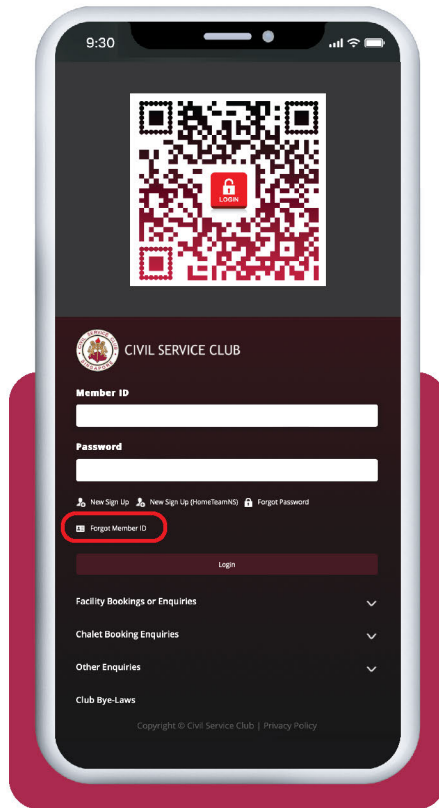


Step 1:
Select CSC Virtual Card

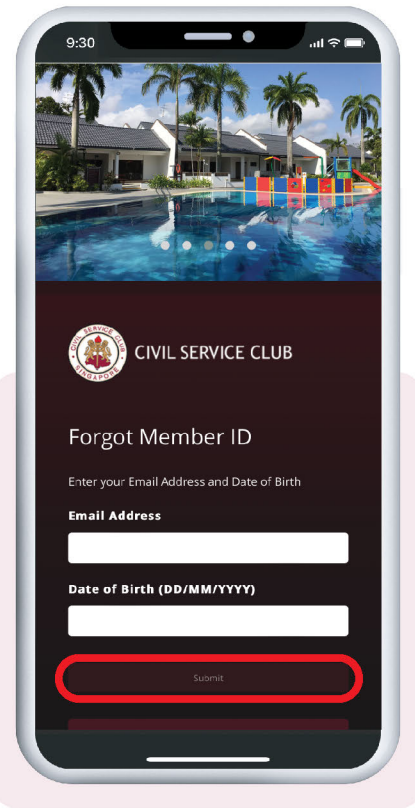


Step 2:
Access your
Virtual Membership Card

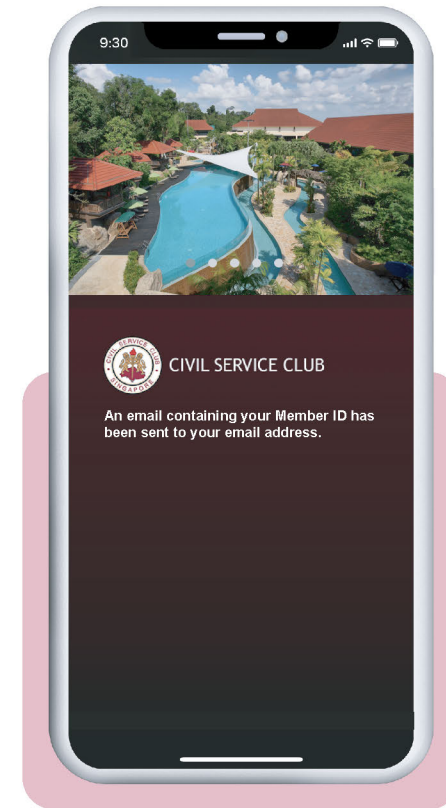
HOW TO RETRIEVE Member ID Guide



Step 1:
Select Forgot Member ID



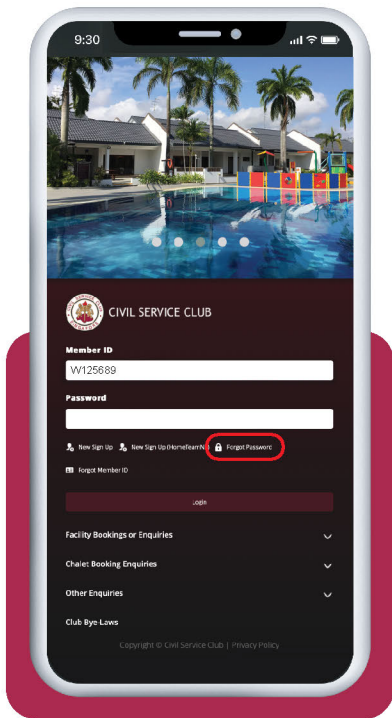
Step 2:
Enter Email Address and
Date of Birth, select Submit



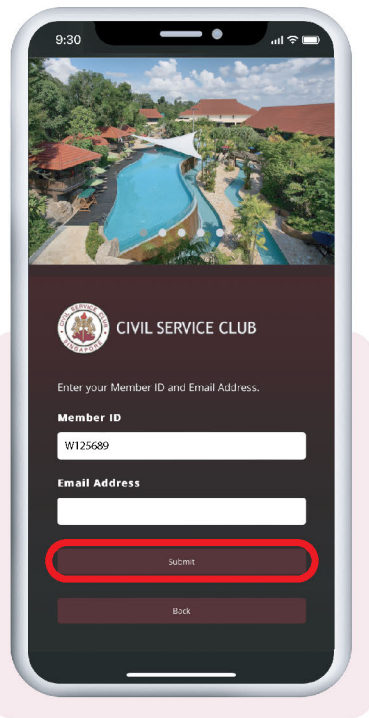
Step 3:
You should receive an
email with your Member ID.

**Check your spam or junk folder if you did not receive the email within 5 mins.*

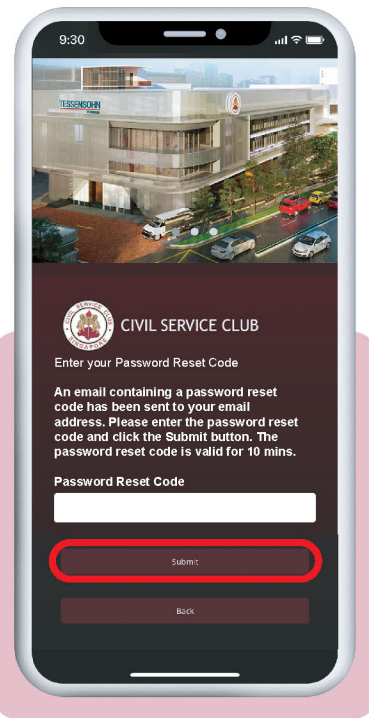
HOW TO RESET Password Guide



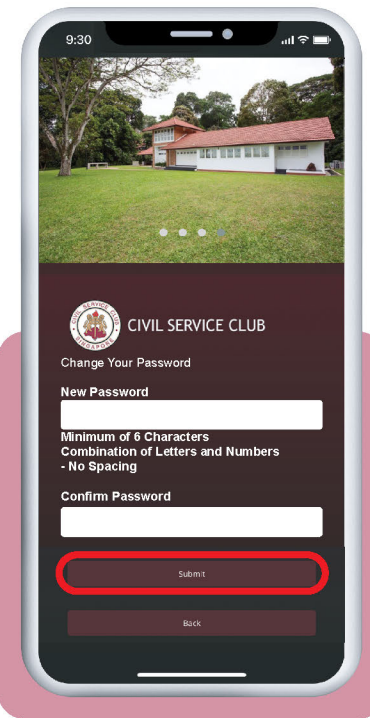
Step 1:
Enter Member ID and
select Forgot Password



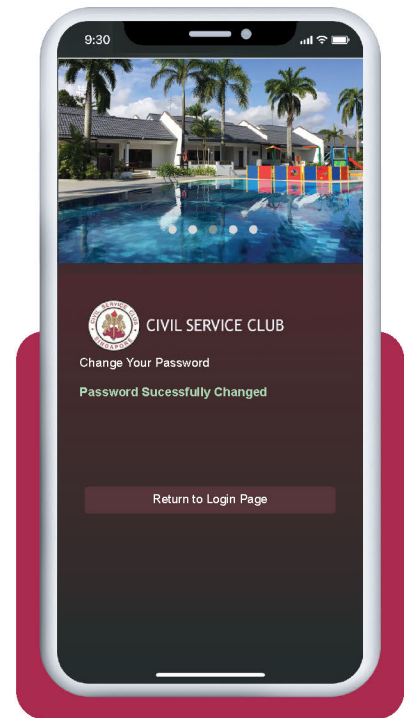
Step 2:
Enter Email Address
and select Submit



Step 3:
Enter the Password Reset Code
sent to your email
**Check your spam or junk folder if you
did not receive the email within 5 mins.*

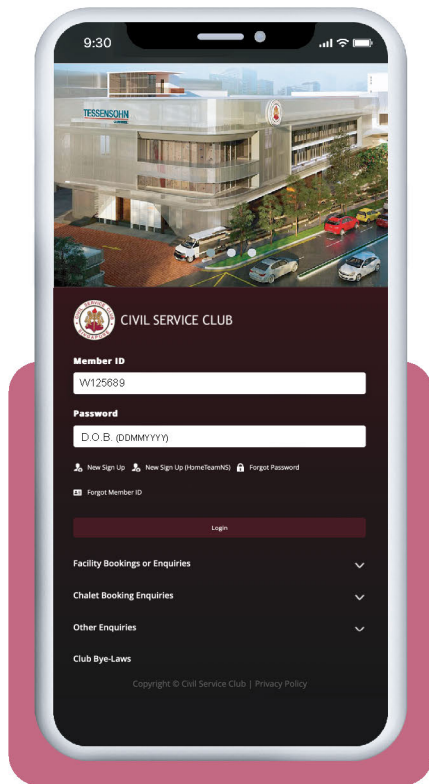


Step 4:
Enter your new password
and select Submit

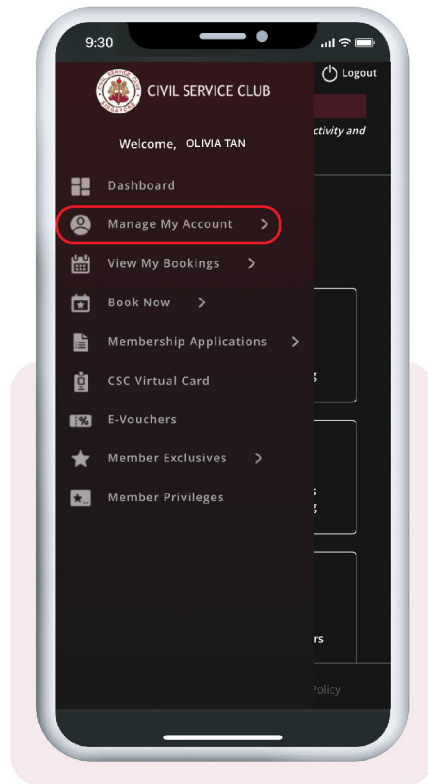


Step 5:
You have successfully
changed your password

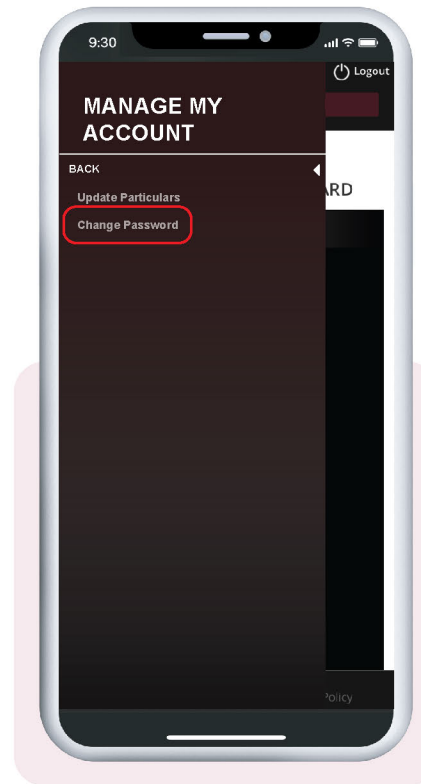
HOW TO CHANGE Password Guide



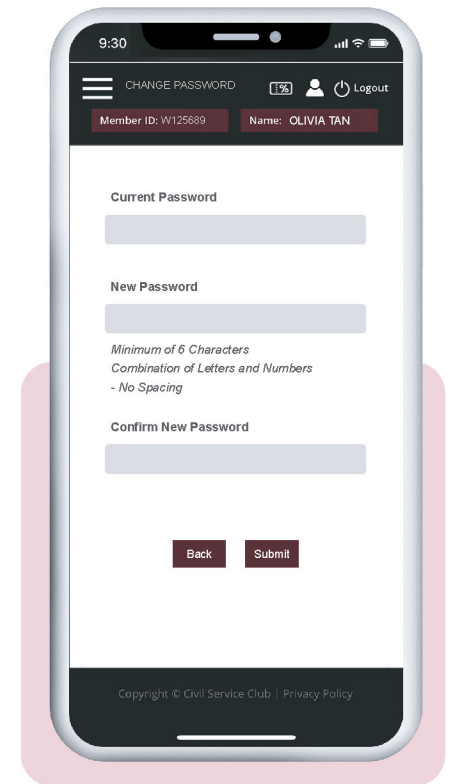
Step 1:
Login to your account



Step 2:
Select Manage My Account



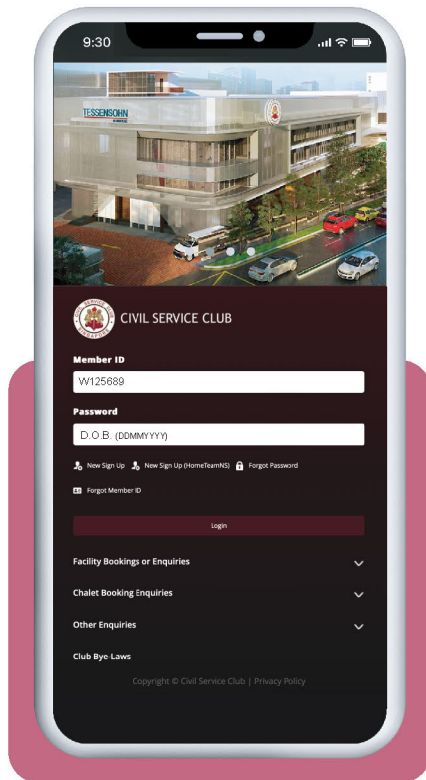
Step 3:
Select Change Password



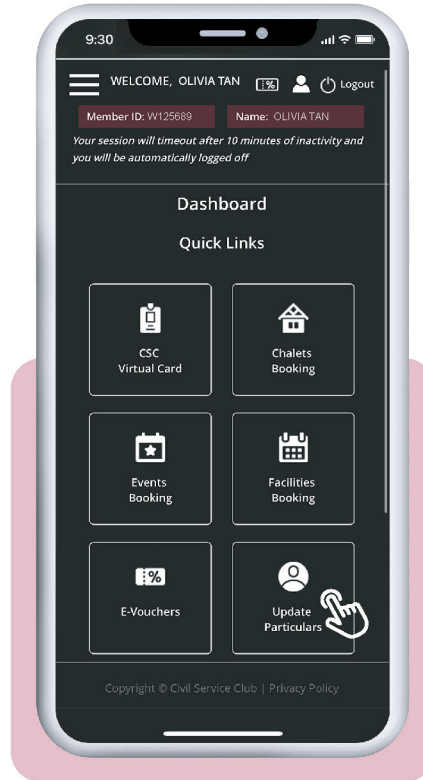
Step 4:
Key in current and new password

HOW TO UPDATE Particulars Guide

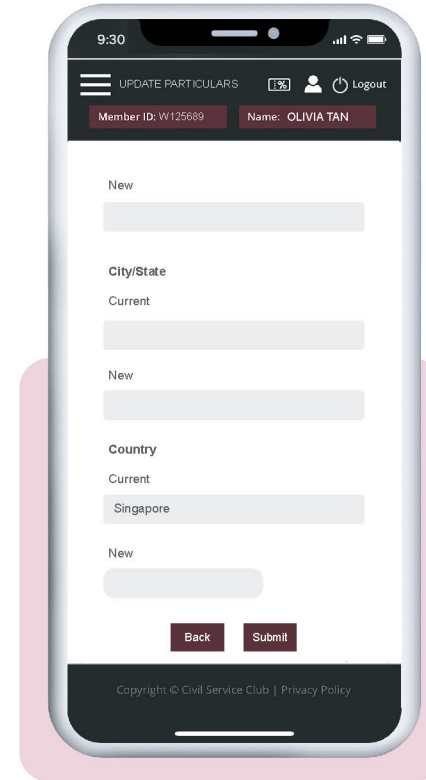
*It will take 3 working days to update the change of particulars



Step 1:
Login to your account



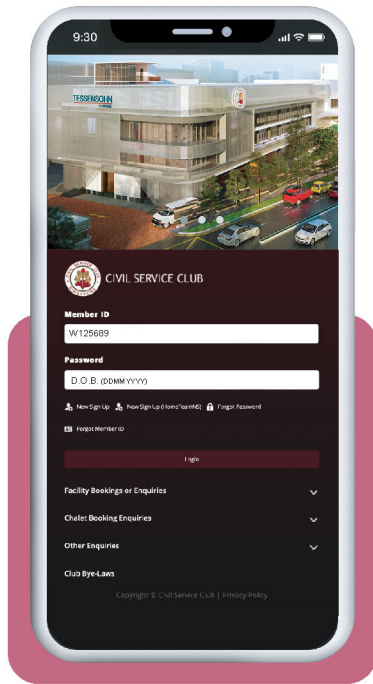
Step 2:
Select Update Particulars



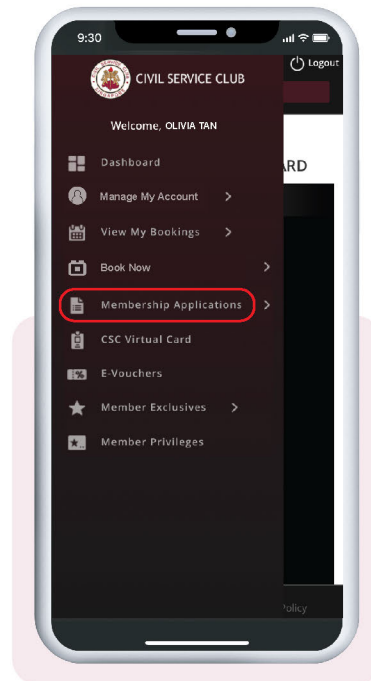
Step 3:
Enter particulars to be updated,
select submit

HOW TO APPLY

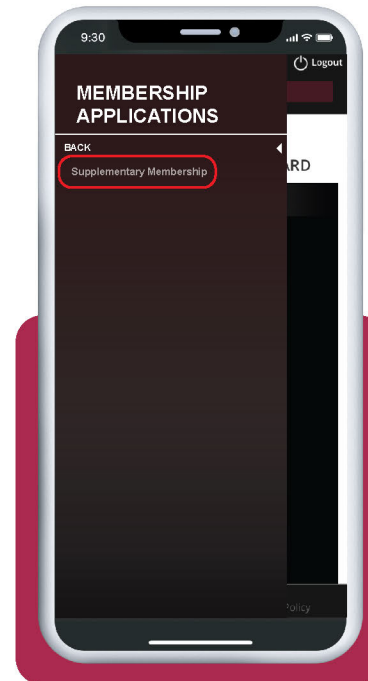
Supplementary Membership Guide



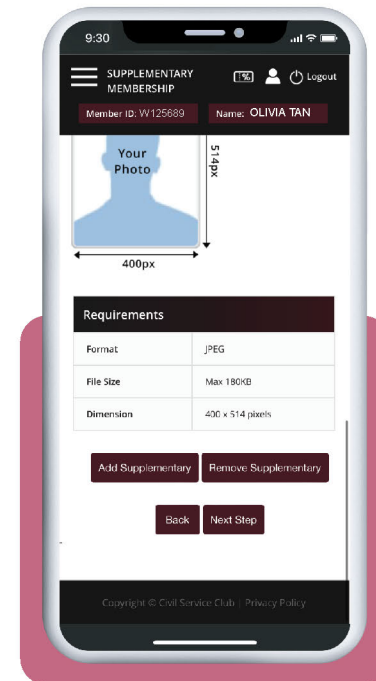
Step 1:
Login to your account



Step 2:
Select Membership Applications



Step 3:
Select Supplementary Membership



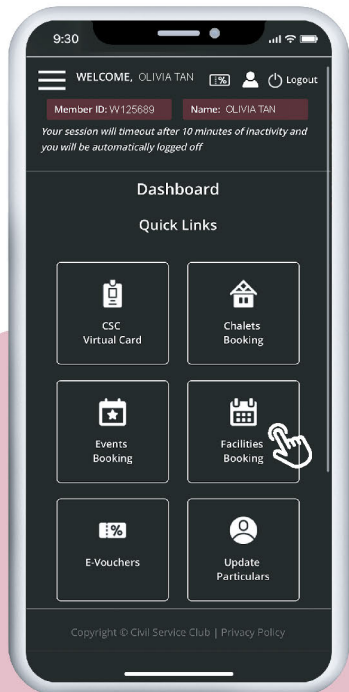
Step 4:
Input all details and attach
a colored photograph

Notes:

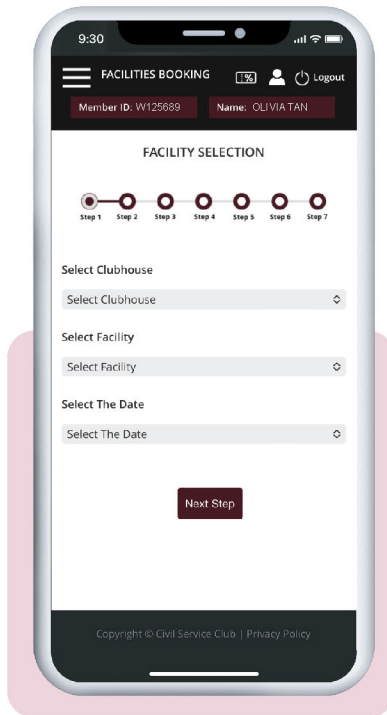
- Main member can apply supplementary membership for spouse, children (below 21 years), parents and parents-in-law.
- Each supplementary member will have their own membership account.
- Supplementary member will need to access their own account for their virtual membership card

HOW TO BOOK

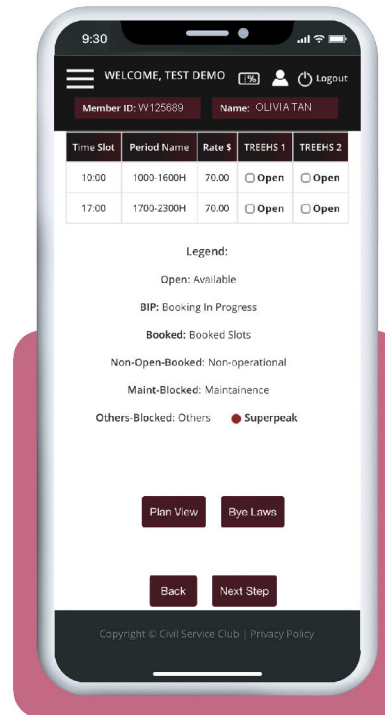
Facilities Guide



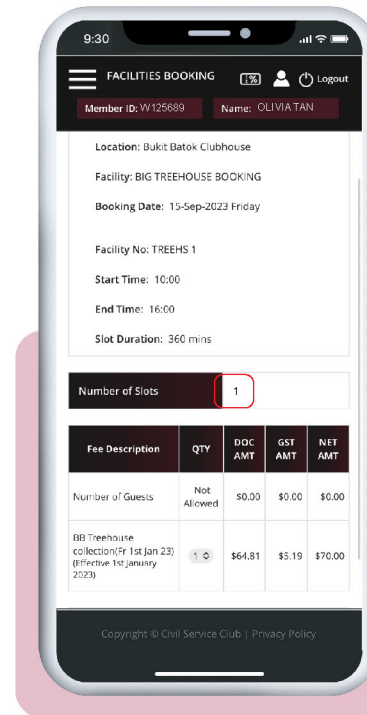
Step 1:
Select Facilities Booking



Step 2:
Select your preferred clubhouse,
facility and date

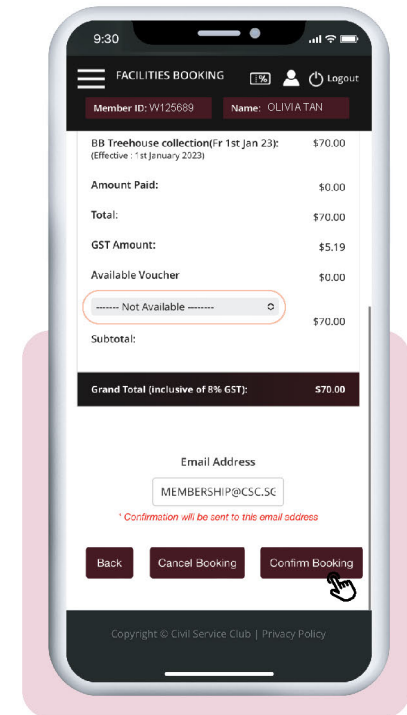


Step 3:
Select timeslot



Step 4:

- Check booking details
- Confirm to proceed



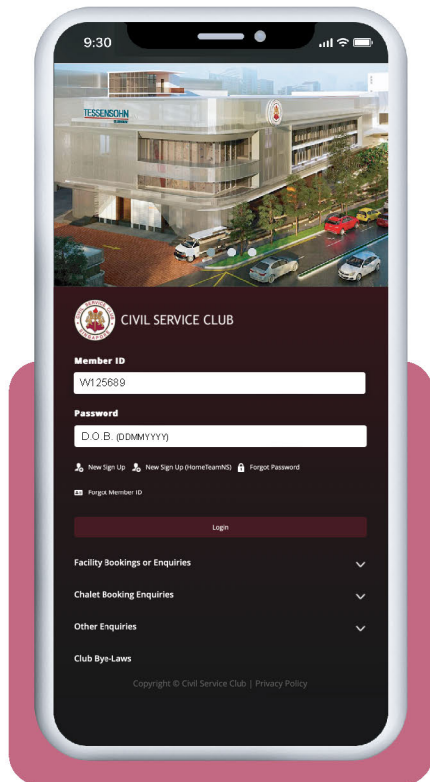
Step 5:

- Check payment details
- Select voucher available (if applicable)
- Click confirm booking to make payment

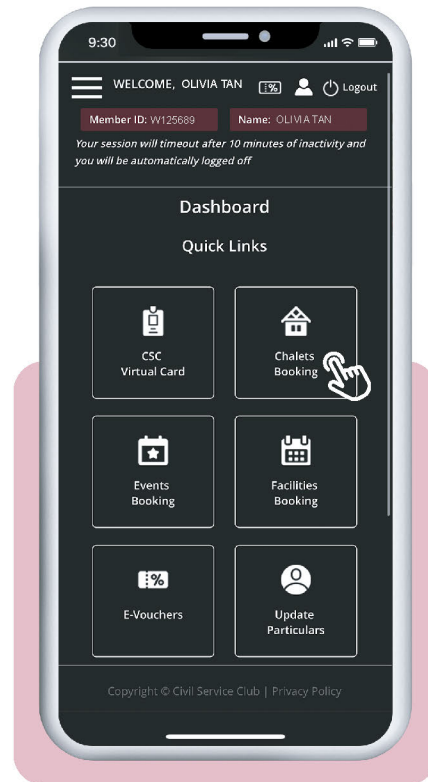
HOW TO BOOK

Chalets Guide

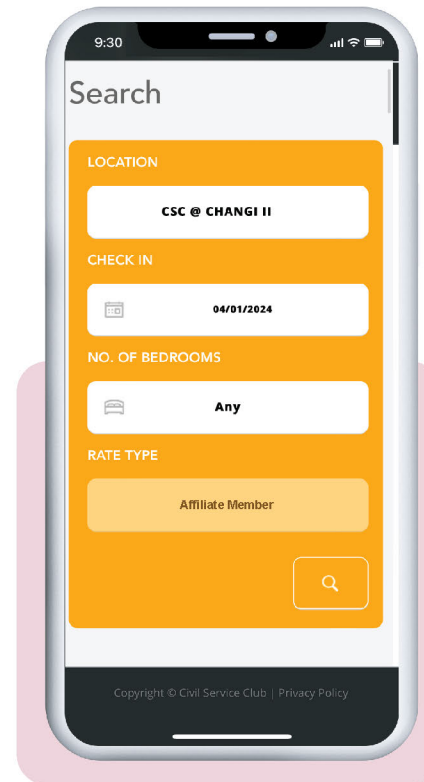
Prices shown are for illustration purposes



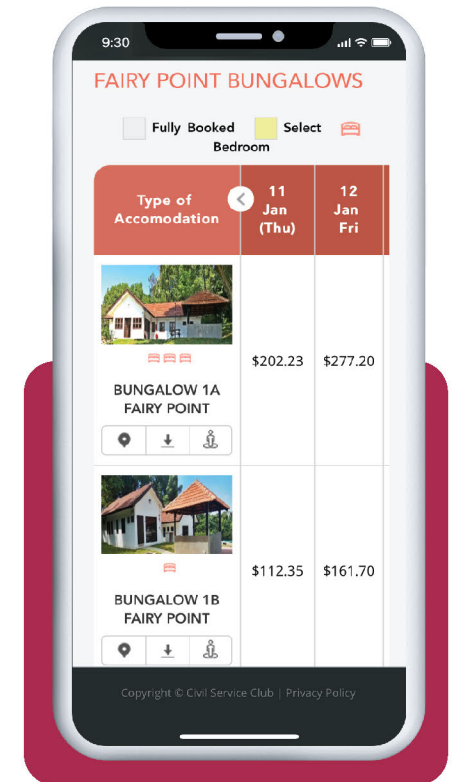
Step 1:
Login to your account



Step 2:
Select Chalets Booking



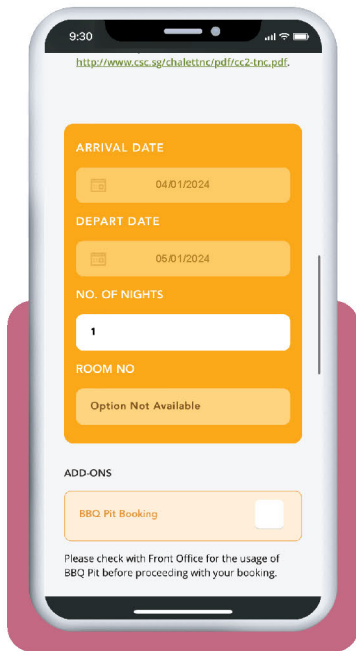
Step 3:
Select location and check-in date



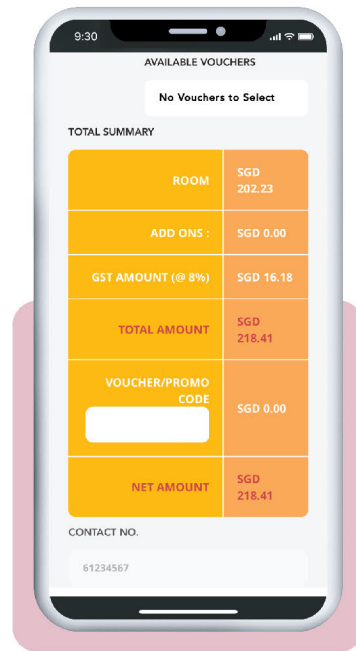
Step 4:
Select preferred accommodation

HOW TO BOOK

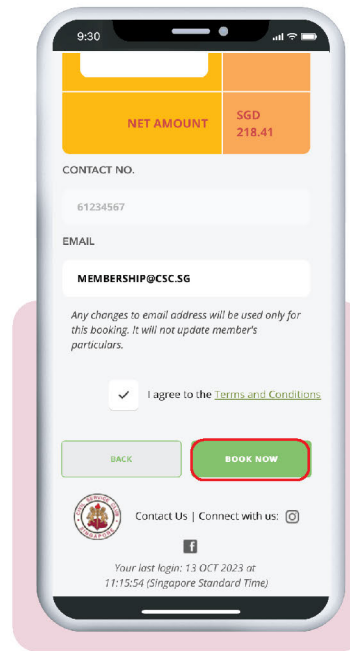
Chalets Guide



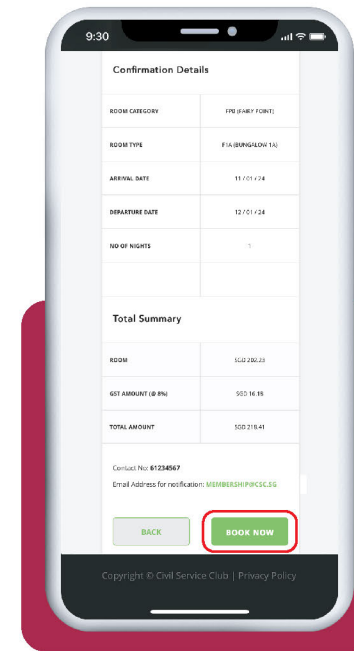
Step 5:
Select Arrival and Depart Date



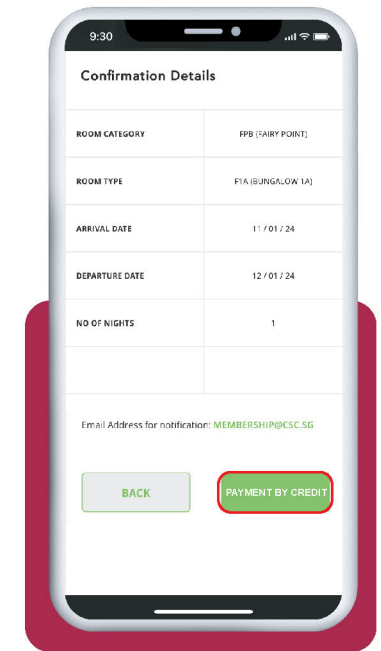
Step 6:
Enter voucher/promo code (if applicable)



Step 7:
Select 'Book Now' to view your booking details



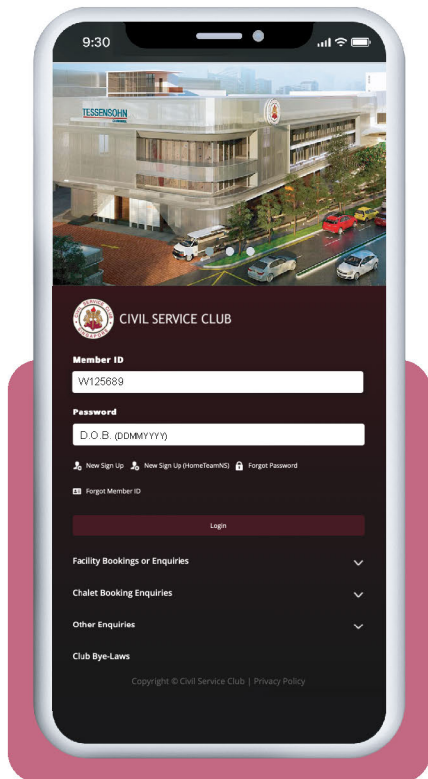
Step 8:
Check your booking details and Select 'Book Now'



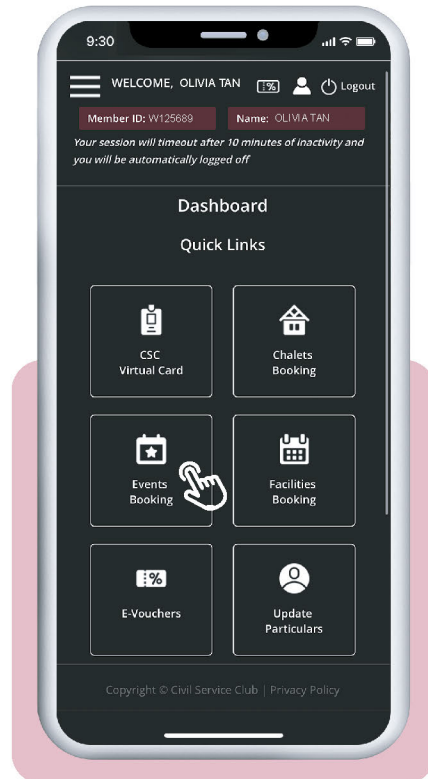
Step 9:
Select 'Payment by Credit' to confirm booking

HOW TO BOOK

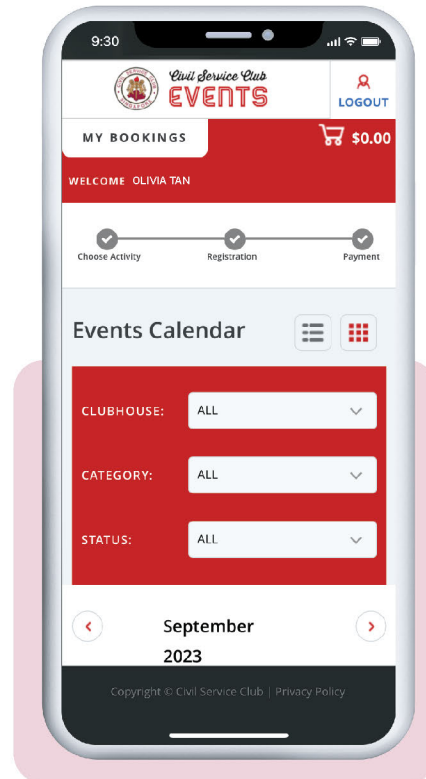
Social Activities Guide



Step 1:
Login to your account



Step 2:
Select Events Booking



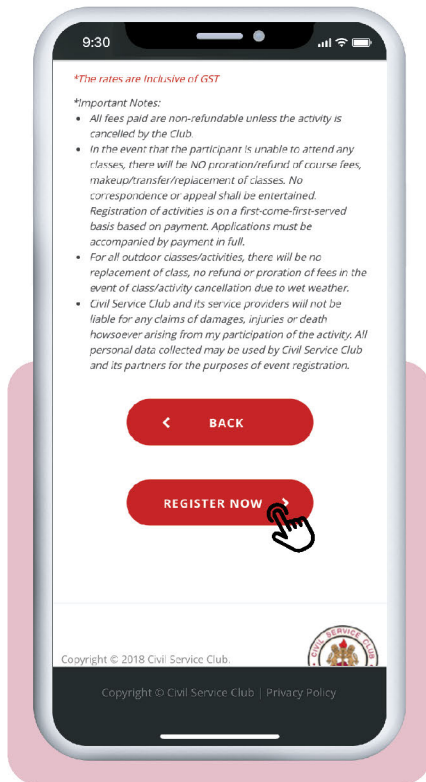
Step 3:
Search by criteria



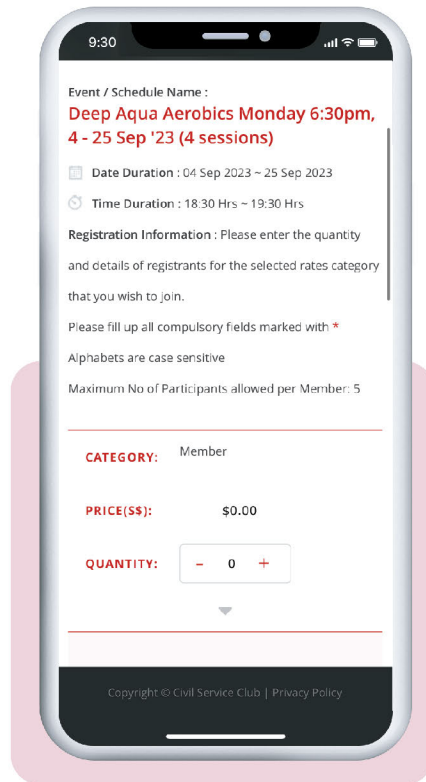
Step 4:
Select event

HOW TO BOOK

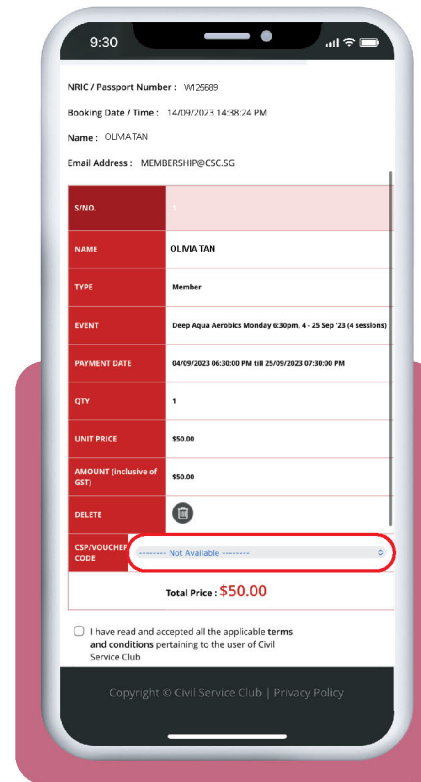
Social Activities Guide



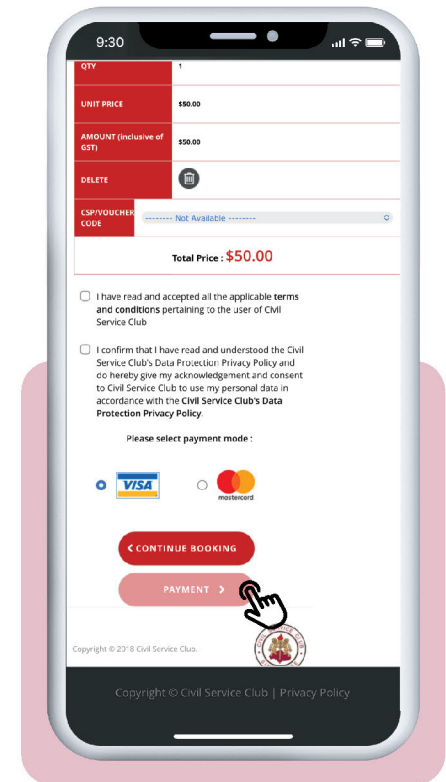
Step 5:
Click register now



Step 6:
Select quantity



Step 7:
Enter voucher (if applicable)



Step 8:
Select 'Payment' to book