

How to access your Woodside statement and payment information.

HOW TO VIEW YOUR STATEMENT DETAILS ONLINE

- Log onto MyWoodside
- Click on 'My Account' menu on the left side of the screen
- Click on 'Account History' and change the start date to the first of last month and the end date to the first of the current month and click 'Search Dates'
- Click on the 'Receipt Number' located on the far right to expand the invoice detail.

PAYMENT

On account purchases made during a month are charged to your autopay on the 10th of the next month. All charges & dues are processed for payment the last business day before the autodraft. So if you make an additional payment via 'Make Payment' it must be made at least a day before the draft. If a payment is made on the account after the cut off, the full amount will be included in the draft.

UPDATING PAYMENT INFORMATION

If you get a new credit card, new expiration date or close your bank account, you must update the information via this site or notify our office immediately. If not, you will incur fees. When updating your on file autopay information, go to 'Manage Payment Methods', and **edit** your current payment information with the new information.

BILLING QUESTIONS

If you have billing questions, please contact our Club Administrator CeCe Gillette at cgillette@clubwoodside.com or 913.275.5942.

Office Hours: Monday - Friday | 7:30AM - 4:30PM