First, log into USA Rugby.

Once you are inside your profile, click “Member Profile” in the left hand side blue member home box and then “Customer History” in the blue tabs running horizontally across the top part of the screen.

Finally toward the bottom of the screen is a light blue box with a $ followed by a set of numbers. These are marked as green on the screenshot below. Click on the appropriate box for the transaction you wish
The resulting receipt will pop up in a new window.

If, for any reason, the receipt does not appear, please contact USA Rugby Membership Services at 303-539-0300 or email membership@usarugby.org.