## Self-Registration Guide For NEW PLAYER

Note: you will need to make a payment on completion of registering your player

1) Go to Website: www.myfootballclub.com.au

2) Click on the 'Register now' Icon



## 3) Select the last option 'create an FFA account'

To commence the process of registering with your club, please choose the scenario below which best describes your registration history.

I know my FFA number and I am ready to proceed to a login screen to retrieve my password and or complete my registration.

## Click here to proceed to the login pages

I have been registered as a player/referee/coach/volunteer before but need to find my FFA number prior to completing my registration.

## Click here to proceed

I have never been registered before and would like to create an FFA account to commence the registration.

#### Click here to create an FFA account

If you are having any trouble please contact (02) 8020 4199 between 9am - 5pm Monday - Friday

# 4) Enter the players details into the fields Enter all of the required details and remember your password.

NOTE: Please note that the email address you use in the primary contact will be the email that the club uses to communicate with you. Only one email address is used in out database.

| MYFO  |                         |                    |             | rebel                        |   |
|---|-------------------------|--------------------|-------------|------------------------------|---|
|   |                         |                    |             |                              |   |
| litle:                                      |                         |                    |             |                              |   |
| irst Name: *                                |                         |                    |             |                              |   |
| 4iddle Name:                                |                         |                    |             |                              |   |
| mail Address: *                             |                         |                    |             |                              |   |
| mail Address: *<br>Confirm Email Address: * |                         |                    |             |                              |   |
| ddress Type:                                |                         | -                  |             |                              |   |
| Address 1; *                                |                         |                    |             |                              |   |
| Address 1: *                                |                         |                    |             |                              |   |
| Suburb: *                                   |                         |                    |             |                              |   |
| State: *                                    |                         | •                  |             |                              |   |
| ost Code: *                                 |                         |                    |             |                              |   |
| ountry Of Birth : *                         |                         | 0                  |             |                              |   |
| Nationality : *                             |                         | •                  |             |                              |   |
| Please indicate if you have disability? *   |                         | 0                  |             |                              |   |
| tome Phone:                                 | Area Num                | ® Is Primary       |             |                              |   |
| dobile Phone: *                             | Area Num                | <b>□Is Primary</b> |             |                              |   |
| Work Phone:                                 | Area Num Ext            | OIs Primary        |             |                              |   |
| Sirth Date: *                               | dd-mm-yyyy              |                    |             |                              |   |
| ender: *                                    | Male   Female           |                    |             |                              |   |
|   | Aboriginal or Torres 9  | Strait Islander    |             |                              |   |
| Emergency Contac                            | t or Parent/Guardian 1* |                    | Emergency   | Contact or Parent/Guardian 2 | _ |
| First Name:*                                |                         |                    | First Name: |                              |   |
| Last Name:*                                 |                         |                    | Last Name:  |                              |   |
| Phone 1:*                                   |                         |                    | Phone 1:    |                              |   |
| Phone 2:                                    |                         |                    | Phone 2:    |                              |   |

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## When your player has an FFV number you can now proceed to the log in pages

## NOTE: PAYMENT MUST BE MADE AT THE TIME OF REGISTRATION

To commence the process of registering with your club, please choose the scenario below which best describes your registration history.

I know my FFA number and I am ready to proceed to a login screen to retrieve my password and or complete my registration

### Click here to proceed to the login pages

I have been registered as a player/referee/coach/volunteer before but need to find my FFA number prior to completing my registration.

#### Click here to proceed

I have never been registered before and would like to create an FFA account to commence the registration.

## Click here to create an FFA account

If you are having any trouble please contact (02) 8020 4199 between 9am - 5pm Monday - Friday

1) With the FFV number you obtained in the previous step, and the password you created, you can now start the registration process





2) Ensure all of your player details are correct before you continue

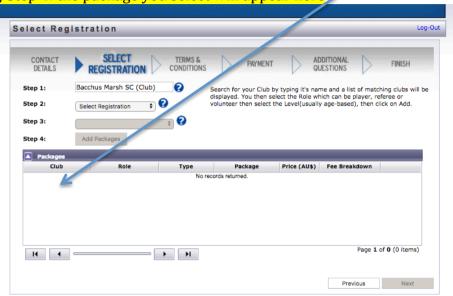


Your player details will be already filled out in this page (from when you created your FFA account)

- 3) Step 1: Manually type in Bacchus Marsh SC
- 4) Step2: Select your Registration e.g. player
- 5) Step 3: Select Age group (More than one option may come up please ensure you select the correct option)

NOTE: You will only get the options applicable to the age group of your player (as per their date of birth)

6) Step 4: the package you select will appear here



- 6) Click Next
- 7) This will take you to the payment page. Payment must be done at the time of registration.
- 8) Once you are have registered your player, you will receive an email to say your registration has been approved. This may take up to 5 business days.
- 9) Birth certificates may be requested by the registration committee
- 10) Please email <u>bacchusmarshscorpions@hotmail.com.au</u> if you have any trouble with registering.