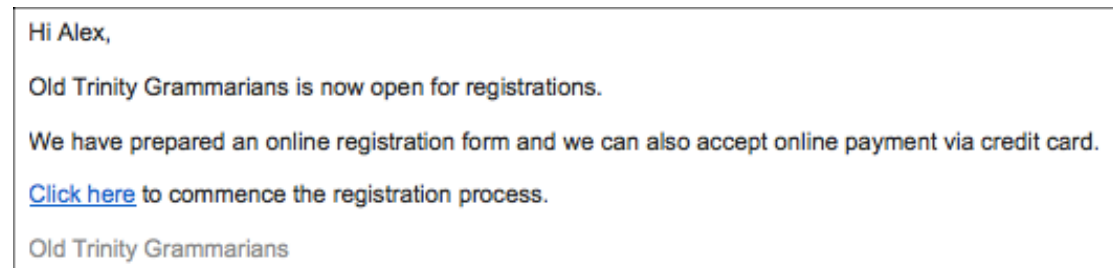




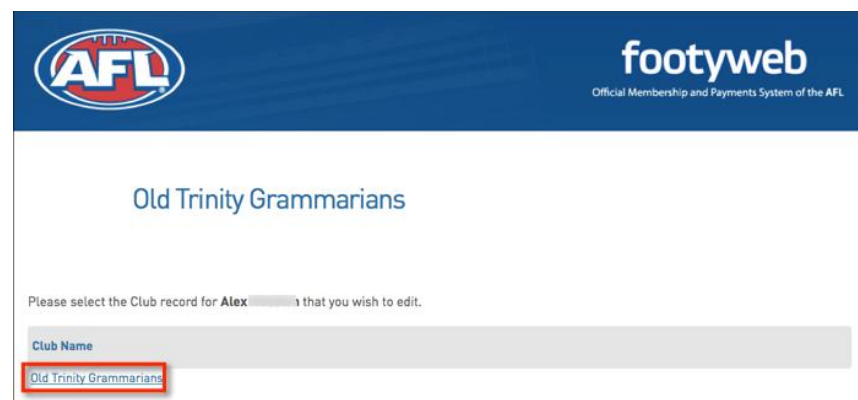
## **Footyweb National Registration User Registration Process**

## Automated Registration Via Renewal Email

If you have previously played for a club in the previous season you may be sent an email asking you to re-register. The email you receive will look similar to the example below.



If you have received this email from the club that you want to register for then you will have a simple process as you will not need your username or password. All you need to do is click the **Click Here** link and then click on the **Club Name** that you are registering to, in this case **Old Trinity Grammarians**



You will then see a screen that has your basic information displayed. If this is correct click **Continue**. If the information is incorrect you will need to contact the club.

The screenshot shows the registration form for Old Trinity Grammarians. At the top, the club name "Old Trinity Grammarians" is displayed. Below this is a progress bar with four steps: "1. Choose Type", "2. Basic Info", "3. Extra Info", and "4. Summary". The "2. Basic Info" step is currently active. Below the progress bar, the following information is displayed: "Legal first name : Alex", "Family name : [redacted]", "Date of Birth : 19/06/1993 \*", and "Gender : Male". At the bottom of the form, there is a green "Continue" button highlighted with a red box.

From there you will need to add in extra information if it is not automatically completed.

Personal Details	
Legal first name:	Alex
Family name:	Heuston
Date of Birth:	19/06/1993
Gender:	Male
Address Line 1:	<input type="text" value="26 Riverwood Lane"/>
Suburb:	<input type="text" value="Lower Templestowe"/>
State:	<input type="text" value="VIC"/>
Postal Code:	<input type="text" value="3107"/>
Phone (Mobile):	<input type="text" value="0411875534"/>
Email:	<input type="text" value="114208@trinity.vic.edu.au"/>

At the lower end of this page you will notice that there are products that you may want to select and there may also be some compulsory products pre-selected. You will also see that there are a number of check boxes for you to select or leave blank.

**NOTE:** Some check boxes will be required fields to continue with the registration

Select	Name	Cost
<input checked="" type="checkbox"/>	natprod	\$25.00

☒ National level optin

☒ I understand that by registering I have agreed to the terms and conditions of participation.

☒ I would like to receive communications and special offers that may include tickets to matches, membership notifications and other promotions from time to time in according with the Australian Football Policy available at <http://www.aflcommunity.com.au/privacy>

☒ I understand that by registering I have agreed to the [Terms and Conditions of participation](#)

The final step to finalise your registration will be to pay the online invoice.

To complete your registration, you must follow the payment process below.			
Pay your entry online now			
Invoice Number	Item	Name	Price
139033138	natprod		\$25.00
139033146	PROCESSING FEE*		\$1.00
Total			\$26.00

## Manual Registration Process

There are three options for perspective members to select when attempting to register to an association or club.

1. For members who have previously been registered and know their username and password
2. For members who have previously been registered but do not know their username and password
3. For potential members who have never been registered before

### AFL Association

1. Choose Type

2. Basic Info

3. Extra Info

4. Summary

NOTE: To complete this process you will need to pay online via credit card. Please have your Visa or Mastercard ready.

1

I have registered previously and I know my username and password

2

I would like to request my username and password

3

I am registering for the first time

## For members who have previously been registered and know their username and password

For any members who have been registered in the past will be able to use their existing username and password.

1. The first step is to enter the **username** and **password** within the **Choose Type** tab

AFL Association

1. Choose Type    2. Basic Info    3. Extra Info    4. Summary

NOTE: To complete this process you will need to pay online via credit card. Please have your Visa or Mastercard ready.

I have registered previously and I know my username and password

Please enter your username and password below.

Username:

Password:

Continue

2. From within the **Basic Info** tab, check the member details are correct and click **Continue**

✓ Choose Type    2. Basic Info    3. Extra Info    4. Summary

Legal first name :    Davis

Family name :    Adam

Date of Birth :    18/04/1991 \*

Gender :    Male

Continue

4. You will then be presented with extra information fields that need to be completed

✓ Choose Type

✓ Basic Info

**3. Extra Info**

4. Summary

Date Created Online:

11/10/2012

Last Updated:

22/07/2013

Life Member?:

No

Active in Association:

Yes

Legal first name:

Davis

Family name:

Adam

Date of Birth:

18/04/1991

Gender:

Male

Country of Birth:

Select Country

Country of Birth (Mother):

Select Country

Country of Birth (Father):

Select Country

Phone (Mobile):

0433001570

Occupation:

A National header Block to test where it ends up. Should come straight after Occupation.....

National Team Supported:

5. The bottom of the **Extra Info** tab you will need to select the products that you want to purchase

**NOTE:** Some products may be compulsory and preselected

**Items**

Check the box against the items you would like to select

Select	Name	Cost
<input type="checkbox"/>	Product AAA	\$12.00
<b>National</b>		
<input type="checkbox"/>	National Registration.	\$12.34


Below is a list of **previously selected** items

Name	Amount Paid
2012/13 Standard rego fee (\$100)	\$100.00

☐ Subscribe to [redacted] Australia news letters.[Edited]

☒ This is the optin message for Victoria (the State level for [redacted]). I want to opt in to everything they've got.

☒ I want to subscribe to all the Mary Poppins' publications from Geelong [redacted].

☐ I understand that by registering I have agreed to the [Terms and Conditions](#) of participation 

**Continue**

6. The **Summary** page will then be displayed. This page will list the association or club that you have registered to and also the outstanding products that you will need to pay

☒ Choose Type
 ☒ Basic Info
 ☒ Extra Info
 **☒ Summary**

---

Thank you, we have sent your details to **Geelong** [redacted].

To complete your registration, you must follow the payment process below.

**Pay your entry online now**

Invoice Number	Item	Name	Price
139032791	2012/13 Standard rego fee (\$100)		\$100.00
139032809	PROCESSING FEE		\$3.90
<b>Total</b>			\$103.90



## For members who have previously been registered but do not know their username and password

If you have previously been registered in the Footyweb system you will have a username and password. If you do not know your username and password click **I would like to request my username and password**.

1. You will then need to enter the email address that would be registered within the Footyweb system and click **Continue**

**I would like to request my username and password**

Please enter your email address below

Email Address:

When you click **Continue** you will receive an email with all usernames and passwords that are assigned to this emails address.

If you don't receive the email, please remember to check your junk mail for your password reminder. It comes from "DoNotReply" and the Subject is "Password reminder for Your League Name"

**Continue**

**Please Note:** This will only be successful if the email address entered is already in the database.

## For potential members who have never been registered before

For the first time new members can now register online.

1. If you are a new user of the Footyweb system then you need to click the third option **I am registering for the first time** and click **Continue**

**I am registering for the first time**

**Continue**

2. You will then need to enter the required basic information for verification purposes

Legal first name :  \*

Family name :  \*

Date of Birth :  /  /  \*

DAY MONTH YEAR

Gender :  \*

[Continue](#)

- Once your basic information has been required you will be required to enter some extra information and select the products at the bottom of the page that you want to purchase

**NOTE:** Some products may be compulsory and preselected

**Items**


Check the box against the items you would like to select

Select	Name	Cost
<input checked="" type="checkbox"/>	2012/13 Standard rego fee (\$100)	\$100.00
<input type="checkbox"/>	Product AAA	\$12.00
<b>National</b>		
<input type="checkbox"/>	National Registration.	\$12.34

☐ Subscribe to  Australia news letters.[Edited]

☒ This is the optin message for Victoria (the State level for ). I want to opt in to everything they've got.

☒ I want to subscribe to all the Mary Poppins' publications from Geelong

☐ I understand that by registering I have agreed to the [Terms and Conditions](#) of participation 

[Continue](#)

5. The **Summary** page will then be displayed. This page will list the association or club that you have registered to and also the outstanding products that you will need to pay

✓ Choose Type

✓ Basic Info

✓ Extra Info

✓ Summary

Thank you, we have sent your details to **Geelong**.

**To complete your registration, you must follow the payment process below.**

We have allocated you a username and password, but **your registration is not yet complete** until you have completed the online payment process.

Please take a note of these details. They have been emailed to you.

**Pay your entry online now**

Invoice Number	Item	Name	Price
139032817	2012/13 Standard rego fee (\$100)		\$100.00
139032791	2012/13 Standard rego fee (\$100)		\$100.00
139032825	PROCESSING FEE		\$7.80
<b>Total</b>			<b>\$207.80</b>