



Memorandum

To	All Community Leagues and Clubs		
cc	Josh Vanderloo, Michael Pocklington, Paul Stewart		
From	Tony Costanzo	Date	1st September 2014
Re	Removing of Club Registration Forms as part of the National Registration System		

This Memo seeks to inform League and Club stakeholders why the ability for Community Clubs to “link” previously existing Registrations Forms to the National Registration Form in Footyweb will cease.

Background

With the implementation of the National Registration System in Footyweb for all community football participants this season, the process for community clubs who had pre-existing Registration Forms was they could “link” it to the new National Registration Form. The rationale behind this was so that a Club could merge their existing fields they previously captured together with the new National Registration Form fields and Opt-in/Terms and Conditions questions. This process was only a choice made available to Clubs who had pre-existing Club Registration Forms.

Change

New functionality now exists within the National Registration Form module that enables Clubs to customise it however they like. As a result, by November 1 2014 all existing Club Registrations Forms will be removed and all Clubs will be able to use the National Registration Form as a starting base and then customise it to suit their local needs. Again, this change only affects Clubs who had pre-existing Registration Forms in Footyweb that they had “linked” to the National Registration Form this season.

New Process

Given pre-existing Club Registration Forms will be removed from Footyweb on November 1 2014, it is highly recommended that affected Clubs take time in the coming weeks to edit their National Registration Form and customise it to their requirements. All custom fields will remain in Footyweb so it’s a matter of simply “editing” the National Registration Form and adding whatever fields a Club needs to collect in the “Fields” section and potentially changing the “Layout” section of the National Registration Form as well. Affected Clubs may also need to re-add Custom Headers, Custom Text and any information they had in the Messages section to their new form.

These are all one-off processes so we trust providing all affected Clubs with considerable notice will enable relevant stakeholders to make any changes needed to ensure their form is ready to use from November 1 once the 2015 season opens for player registrations.

Kind Regards,



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