

On-Line Registration with Miranda Magpies FC Inc for 2012 season through MyFootballClub **How to register on-line.** Go to www.myfootballclub.com.au

Where to go for help?

If you have any trouble with your registration you can use the following resources to help you.

- FAQ's on the myfootballclub website.
- Player resources which are under the resources section in 2012 Registration on www.myfootballclub.com.au
- Call FFA Call Centre (02) 8020 4199 particularly if you are having problems finding yourself or retrieving your password because your email is wrong.

We have listed your FFA number and password over the page to help make the process easier for you.

1. Click "2012 Registration"
2. On right side of page go to "LOGIN LINKS", Click "Player Login"
3. Click "Register Now"
4. Check that your contact details are correct, amend if required, complete additional information. Important that your email is listed correctly as an invoice will be sent to you that you will have to print out and take to registration day. Click "Proceed with Registration".
5. Skip next instruction "Retrieving a Password" and Move onto "Selecting Our Club" instructions below.

Retrieving a Password (If details above fail)

1. Click "2012 Registration"
2. Click "2012 Player Registration" on the right side of the page.
3. You will be given two options which will allow you to find your FFA number, retrieve a password and enter the system.
4. If you can't find your FFA number – Contact FFA Call Centre (02) 8020 4199 and they will assist you to locate your number, retrieve your password and log into the system.
5. If your email address does not match with data in MyFootballClub – Contact FFA Support to update your email and log into the system. (02) 8020 4199.

Selecting Our Club

1. Begin typing Miranda Magpies Football Club, Click on drop down for correct name.
2. Under Select Role, choose "Player".
3. Confirm details for playing history if you played in another country.
4. Select Level (Registration Package) on drop down, Grade to be registered in for 2012.
5. Then Click "Add".
6. Click "Next".

Acknowledging Terms & Conditions

- Read and Acknowledge all Terms and Conditions and click "Next".

Payment Options Screen

- You will be given two options for 2012 – "Pay Now" which can be done via using a Visa and or Mastercard or "Invoice Me"..
- **You will be sent an invoice via email that must be printed out and taken to club on registration day.**

You will have the opportunity to Purchase additional items

- Uniform
- Photo Packages

Answer Additional Questions

- A mandatory question will be asked, "Team Registered in 2011" This information is over the page.
- At bottom of page only Click "Save All Answers" and Click "Next".

Your On-Line Registration is Now Complete

- If you paid on-line your Registration is now completed and waiting approval from the club. There is no need to attend a registration day.
- If you wish to pay at the club via Cash, Cheque or Eftpos, you now need to go to your email, print out your invoice and attend a registration day in person with your invoice to make your payment and finalise your registration.

Updating your Details

- You can log back in at any time to update your contact details if they should change. From your homepage go to My Details “Edit My Details” to update your details including changing your password to one you remember. The club will not have access to your page or password it is your responsibility. FFA are the only ones able to reset your password.