



MOOROONDU FOOTBALL CLUB

a division of Mooroondu Sports and Recreation Club Inc.
ABN: 79 514 182 995
William Taylor Sports Grounds, Mooroondu Road, Thorneside
PO Box 5561, Alexandra Hills, Queensland 4161



MyFootballClub

MyFootballClub is an on-line registration process provided by Football Federation of Australia (FFA). The following instructions have been provided by FFA.

If you have any problems with the on-line registration process:

- Please contact FFA (02) 8020 4199 or email myfootballclub@footballaustralia.com.au

If you have any questions about Mooroondu Football Club:

- Please contact the Secretary (Janelle Adrain), Mooroondu Football Club at janelle@mooroondufc.org.au or one of the other committee members (details on the web-site).

ON-LINE REGISTRATION 2012

Go to www.myfootballclub.com.au

Click on "Register Now"

Scroll down and click on "Player Registration"

Retrieving a Password

1. Read the questions – you have three options:

- If you know your FFA No: Click on the first option.
- If you have played before but don't know your FFA No: Click on the second option.
- If you have never played before (at any club): Click on the third option.

(If you have not played for several years, your FFA number may not be on the system, please contact FFA.)

(If you are signing-up to play Over 35, click on the second option, but if you can't find your FFA No, go back to the beginning and click on the third option).

2. If you have problems finding your FFA number, or getting a password:

- Contact FFA Call Centre on (02) 8020 4199
- Or email myfootballclub@footballaustralia.com.au



Selecting Our Club

1. Click on “Register Now”.
2. View, update and complete your contact details.

Please note:

- NO PHOTOGRAPH IS REQUIRED. The uploading of indecent or inappropriate photos to your record will be viewed as the inappropriate use of the National Registration System and a breach of the Football Federation Australia’s Code of Conduct. This may result in disciplinary action being taken against you by FFA.
 - When entering the school name, please type slowly – it selects the school from a list and you need to select an identical match. If you click on “Proceed with Registration” and nothing happens, try entering the school name again by typing in just the first few letters, and then select your school from the list.
3. Click on “Proceed with Registration”.
 4. Type in our Club name which is **MOOROONDU SPORTS & RECREATION CLUB INC**

Please note:

- For 2011 Mooroonda players, our club name should come up automatically.
 - If it doesn’t say “Mooroonda” (ie you are a new player, or moving from another club) start typing slowly – as you enter the club name it should provide you with a list to choose from, and then you can select “Mooroonda”
 - Make sure you select the right club!
5. In the box to the right where it says “Select Registration”, click the drop-down arrow and select “Player”.
 6. In the box to the right where it says “Select Registration Package”, select the Age Group you wish to play in (for most players, there will only be one age-group option). ***If you are registering the second, third, fourth, etc player in your family, please select the Family Discount option.***

ONLY SELECT “FAMILY DISCOUNT” FOR THE 2ND, 3RD, 4TH, etc. MEMBERS OF YOUR FAMILY

Please note:

- You can find details of the correct age group based on year of birth at our web-site www.mooroondufc.org.au on the *Teams* pages.
7. Click Add (If you select the wrong package, click the ✖ beside the package and try again).
 8. Click Next.



Acknowledging Terms and Conditions

1. Read and acknowledge all Terms and Conditions. This includes your agreement to comply with the Mooroondu Football Club "Codes of Behaviour". These can be found on our web-site at www.mooroondufc.org.au
2. Click Next.

Payment Options Screen

1. You can pay online by credit card (Visa, Mastercard). Click on "Pay Now".
2. Or you can pay at the clubhouse at sign-on:
 - Scroll down to the bottom of the screen and click "Invoice Me".
 - Your invoice will be emailed to the address you provided.
 - Please print your invoice.
 - Bring your invoice and payment to the clubhouse during sign-on (Sat 28 Jan 10am-2pm; Thu 2 Feb 6pm-8pm; Sat 4 Feb 10am-2pm). Payment can be made by cash, cheque, credit card and eftpos.

Answer Additional Questions

- Please answer all these questions. This provides us with useful information for getting the season started.
- Click "Save All Answers" (doesn't matter which one).

Your Registration is Now Complete

- You registration is now pending, awaiting payment and/or confirmation of correct payment.
- Once correct payment is received and confirmed, your registration will be finalized. Until payment is received and confirmed you cannot be registered and cannot play or train.
- **To purchase ALL uniforms:** Please come to sign-on (Sat 28 Jan 10am-2pm; Thu 2 Feb 6pm-8pm; Sat 4 Feb 10am-2pm).
- Information on training, and when it commences; Muster Day and other important dates is available on our web-site www.mooroondufc.org.au. Check under the relevant *Teams* page for all the information you need.

Where do I go for help?

- Call FFA Call Centre on (02) 8020 4199 or myfootballclub@footballaustralia.com.au particularly if you are having problems finding yourself or retrieving your password because your email is not matching.
- If you have any questions about the club, or what happens next, please come along to sign-on and ask one of our committee members.