



# Wulguru United FC Self-Registration Guide 2018

Please follow the following instructions to register online for our club:

## 1. Visit our club website [www.wulguruunitedfc.com](http://www.wulguruunitedfc.com)

- a) Go to the "Registration" page.
- b) Make yourself aware of all the information relevant to our clubs registration fees and policies, etc.
- c) Click on the "Register Now" Button which will take you to "Play Football" website (formerly known as "My Football Club") at <https://www.playfootball.com.au/>

## 2. Commence your Registration

- a) Click on "Register Now"
- b) Select "Player Registration"
- c) Follow the prompts to proceed to login pages, find your FFA number and/or reset your password
- d) Login using your FFA number and password:
  - **FFA Number:**
  - **Password:**
- e) If you have never been registered before and would like to create an FFA account to commence registration, you will need to use "Click here to create an FFA Account" and you will need to fill all the information about the player. Then you can continue with the Registration process as mentioned above from a) to e) and below process.

## 3. Start Registration

- a) Once logged in, select "Make a Registration" or "Register Now"
- b) Update contact details if necessary.
- c) On the next screen, enter the club name (Wulguru United Football Club)

***NB: If you get a message saying there are no packages then click OK and check the club name***

- d) Select the Registration role as: "Player"

***NB: If this is the first time you have registered to play football in Australia you will need to confirm whether you played in another country***

- e) Select the correct Registration Package that applies for your registration.
- f) Click the "Add" button.
- g) Click the Next button at the bottom of the screen.
- h) Read and acknowledge the Terms and Conditions then click Next.
- i) Click on "Pay Now" to pay online with a credit card (VISA or MasterCard), or select "manual Payment at Club" if you want to pay in person at our clubhouse.
- j) Answer the questions on the final page and click the "Save All Answers" button.

Your registration has now been submitted.

#### 4. Where do I go if I need help with my registration?

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

- Visit the FAQ's page on the MyFootballClub/Play Football website.
- View the Player Registration guides and videos which are on the Resources page of the MyFootballClub website.
- Call FFA Support Centre (02) 8020 4199 between 9am-5pm Monday-Friday if you are having problems with your password to login.
- You can also contact our Club Registrar – Simone Robinson on Email: [simonerobinson23@gmail.com](mailto:simonerobinson23@gmail.com)

## PAYMENT METHODS

You can pay registration fees during the on-line process at Play Football, which is the preferred option, or directly into the club's bank account as follows:

Bank: Suncorp

BSB: 484-799

Account Number: 161305611

Account Name: Wulguru United Football Club Inc.

Please state in the reference field – your name if registering as a senior player or your child's name if registering as a junior player.

## CLUB CONTACT

If you have any questions about the club, please contact the Secretary, Alma Ridep-Morris, on 0415 967 867 or email her on [alma.ridepmorris@my.jcu.edu.au](mailto:alma.ridepmorris@my.jcu.edu.au) for further information.