



## 2017 Season Balmain & District Football Club Self Registration Guide

Please use the following instructions to register and pay online for 2017:

### 1. Login:

- Go to the MyFootballClub website: [www.myfootballclub.com.au](http://www.myfootballclub.com.au)
- Click on "Register Now"
- Select "Player Registration"
- Follow the prompts to proceed to login pages, find your FFA number and/or reset your password OR create a new FFA number if you do not already have one.
- Login using your FFA number and password

### 2. Start Registration

- Once logged in, select "Register"
- Check and Update contact details if necessary.
- Ensure a current photo is uploaded (Do this **BEFORE** progressing to next step).
  - Failure to attach a photo will result in no player ID card being printed
  - No player ID card = no play
  - Photo must be a **passport style photo from the shoulders up with no hats or sunglasses**. Take a photo with your smartphone, holding it sideways..
- On the next screen, enter the club name **Balmain & District Football Club**  
**NB: If you get a message saying there are no packages then click OK and check the club name**
- Select the Registration role as: **"Player"**
- Select the correct Registration Package that applies to your category.

- Click the "Add Packages" button.
  - Student Discounts are only available to Full Time students and are only available as a rebate from the club on proof of enrolment, which must be provided by 28/2/2017.

- h) When asked about Player History in another country if you answer **Yes**, you face a 6 to 8 week delay while a transfer certificate is requested from overseas.
- i) Click the Next button at the bottom of the screen.
- j) Read and acknowledge the Terms and Conditions then click "Next".

- a) Click **"Pay Online" (Balmain DFC's preferred option) to pay online with a credit card (VISA or MasterCard) and follow the instructions,**

- 1. Or select "Manual Payment at Club" and pay by EFT (you **must** email [Treasurer@balmainfootball.com.au](mailto:Treasurer@balmainfootball.com.au) with confirmation, quoting FFA number).

**NB: Payment must be made before a registration can be accepted.**

- b) Read and answer the Additional Questions then click the "Save All Answers" button. This will help the Club understand any special needs and identify players who may be able to assist the club. **\*\*\* This is also where you can nominate a team to play in. \*\*\***

Your registration has now been submitted. An invoice will be emailed to the Player's main contact address. Make sure you have paid your fees and completed any necessary ID checks, etc. You will be contacted by an Age Coordinator to discuss and finalise team allocations.

All Player registrations are subject to final approval by the Registrar. Selecting the incorrect package or age group, or selecting a sibling discount when you are not eligible for it, will delay your registration and may result in it being declined by the Registrar.

### 3. Note for NEW APPLICANTS

- a) You must consult with the Age Coordinator to determine team placement.
- b) You must also email a scan or photo of your Proof of ID (Passport, Driver's License or Birth Certificate) to [Registrar@balmainfootball.com.au](mailto:Registrar@balmainfootball.com.au)

### 4. Approvals

- a) Our Age Coordinators approve or reject all applications for their respective age groups.
  - o Our Age Coordinators will try and place all registered players in a team, subject to availability.
  - o The number of teams we can field is limited, SO REGISTER EARLY !!!

### 5. Where do I go if I need help with using the system for registration?

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

- [View the Player Registration guides and videos which are on the Resources page of the MyFootballClub website.](#)
- If you are having problems with your password to login please contact FFA support:  
**Football NSW MFC Staff:**  
(02) 8814 4449 [samanthad@footballnsw.com.au](mailto:samanthad@footballnsw.com.au) (business hours, after hours and weekends)  
(02) 8814 4448 [samuelk@footballnsw.com.au](mailto:samuelk@footballnsw.com.au) (business hours – 9am-5pm Mon-Fri)

OR

#### FFA MFC Support Centre

(02) 8020 4199 [myfootballclub@footballaustralia.com.au](mailto:myfootballclub@footballaustralia.com.au)

### 6. Where do I go if I need help from Balmain DFC on all other issues?

In the first instance, contact your [Age Coordinator](#). Or you can send an email to [registrar@balmainfootball.com.au](mailto:registrar@balmainfootball.com.au). Ensure you include the Player's **FFA number**, full name, date of birth and age group.

**Additional Information****Balmain DFC 2017 Registration Fees**

Age Group	2017 Fee
Tiny Tigers & All Abilities Football	\$ 80.00
U6 & U7s Mixed & Girls	\$ 215.00
U8 & U9 Mixed & Girls	\$ 225.00
U10 & U11 Boys & Girls	\$ 250.00
U12 to U14 Boys & Girls	\$ 265.00
U15 & U16 Boys & Girls	\$ 275.00
U17 to U21 Boys	\$ 305.00
Womens Inter League (U17 to U21s)	\$ 305.00
Adult Students	\$ 305.00
All Age Men, Women, O35, O45	\$ 390.00
BBC	\$ 390.00

Junior Graded Players are advised separately of additional coaching fees for the Development programme

**Base Fee includes:**

- 1. Full player strip to keep (shirt, shorts & socks)
- 2. FFA Player Fees
- 3. FNSW Player Fees & Insurance
- 4. CDSFA Player & Team Fees
- 5. Referee Fees (U10 - Seniors)
- 6. GST & FFA Processing fees

**Discounts:**

- 1. \$50 Family discount for 2nd & subsequent siblings registered with the Club.
- 2. \$85 Student discount for Full-time Adult Students on proof of enrolment by 29/2/2016
- 3. Financial hardship - based on application to the [Treasurer@balmainfootball.com.au](mailto:Treasurer@balmainfootball.com.au)

**Claiming a Sibling Discount**

The only way to claim a Sibling Discount is by submitting details via email to [Treasurer@balmainfootball.com.au](mailto:Treasurer@balmainfootball.com.au) with the following information:

- 1. Full name of ALL siblings
- 2. FFA number of ALL siblings
- 3. Age group you registered each child in
- 4. Your bank account details to receive payment via EFT

Sibling Discounts exclude Tiny Tiger and All Abilities registrations.

Discounts will be processed in the order received and may take up to 4 weeks.