

## Garden Suburb FC Self Registration Guide



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

### 1. Login:

- a) Go to the MyFootballClub website: [www.myfootballclub.com.au](http://www.myfootballclub.com.au)
- b) Click on “Register Now”
- c) Select “Player Registration”
- d) Follow the prompts to proceed to login pages, find your FFA number and/or reset your password
- e) Login using your FFA number and password:
  - **FFA Number:**
  - **Password:**

### 2. 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 **Garden Suburb Soccer Club Inc**  
NOTE: Do not select Garden Suburb FC (Summer Social), this is our summer six aside.  
*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”, or if you are a coach or volunteer select the appropriate role  
*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*



NATIONAL CLUB  
ACCREDITATION SCHEME



- 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 at our club registration day or via direct debit.  
*NB: Payment must be made before a registration can be accepted.*
- j) Answer the questions on the final page and click the “Save All Answers” button.

Your registration has now been submitted. Make sure you have paid your fees and completed any necessary ID checks, etc. If you have any concerns, please email [gardensuburbfc@macquariefootball.net.au](mailto:gardensuburbfc@macquariefootball.net.au)

### **3. 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 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](tel:0280204199) if you are having problems with your password to login.

The logo for Kingfishers is written in a large, blue, cursive script font. A thick blue swoosh underline starts under the 'K' and extends to the right, ending under the 's'.