

# Belmore Eagles FC

Clarence St  
BELFIELD NSW 2192



Email: [register@belmorefc.com.au](mailto:register@belmorefc.com.au)

Website: <http://www.belmorefc.com/.au>

Myfootballclub website: [www.myfootballclub.com.au](http://www.myfootballclub.com.au)

Online Registration: <http://www.myfootballclub.com.au/index.php?id=43>

Dear Players/Parents,

Welcome to the upcoming season at Belmore Eagles FC. This letter outlines the process for registering with our club this season.

## Registration Process

**Prior to registering** – the registration process will be much easier if you are able to establish your/your child's FFA number and password. This would have been sent to you in an email entitled "MyFootballClub - your account information" from [no-reply@myfootballclub.com.au](mailto:no-reply@myfootballclub.com.au)

### 1. Login:

- a) Either go to the MyFootballClub website: [www.myfootballclub.com.au](http://www.myfootballclub.com.au) and follow (a)-(c) or go straight to the link at (d)
- b) Click the "Register Now" button
- c) Click "Player Registration"
- d) This takes you to the player registration page:  
<http://www.myfootballclub.com.au/index.php?id=43>
  - If you know your/your child's FFA number select [Click here to proceed to the login pages](#). This takes the user to the login page.
  - If you can't locate the FFA number then select [Click here to find your FFA Number](#). Enter the First Name, Surname and DOB and press the "Search" button and the number will be displayed. Once displayed click on the link (either first name or last name) and you will be taken to the Login page.
- e) Login using your FFA number and password:

- **FFA Number:**
- **Password:**

### This will take you to step 2

- If you cannot remember your password or are advised that it has expired; then select the [\(Need a password?\)](#) link – enter the email address you would like to receive the update and press the "Proceed" button. Retrieve the password from your email and use the new password to login – **this will take you to step 2**. Please select the email address you originally registered with, or:

- If your email address has changed you will receive the “Validating your Account” screen which will ask you to confirm your child’s Name, DOB, Postcode and last club (begin to type Belmore then select from the list).
- A password will be sent to your updated email account; retrieve the password from your current email and use it to login – **this will take you to step 2.**

## 2. Start Registration

- Once logged in, you’ll be taken to the “Welcome” page. Select the “Register Now” button in the first section (“Member Details”).
- This will take you to the “Contact Details” screen. Update contact details if necessary.

- Make sure your ID photo is recent and appropriate. Photos must be a passport style photo from the shoulders up with no hats or sunglasses.



***NB: Registrations with inappropriate photos will be rejected!***

- Scroll to the bottom of the “Contact Details” screen and hit the “Next” button.
- This will take you to the “Select Registration” screen.
  - **Step 1:** As an existing player the club “Belmore Eagles Football Club” should default automatically and you can proceed directly to step 2. If not begin to type Belmore then select from list.
  - **Step 2:** Select Registration – select “Player” from drop down list and proceed to step 3.
  - **Step 3:** Select Registration Package – Select your team/age group (e.g. “Under 9”, “All Age”, etc) from the drop down list.
  - **Step 4:** Select “Add Packages” button which will add a registration entry.

***NB: You can click on the “Fee Breakdown” button to see how the fee is split between the Club and the Official Bodies.***

- Click the “Next” button at the bottom of the screen.
- This will take you to the “Terms and Conditions” page.
  - The flag at the very top is an opt out flag; tick this if you prefer not to receive marketing material from the Official Bodies.
  - Then follow the “Terms and Conditions” lists. You can either; read and tick these individually, then click “Next”, or, alternatively, read and tick the “Acknowledge All” flag, at the bottom, and then click ‘Next’.

The list includes:

- [MyFootballClub Registration Terms and Conditions \(FFA\)](#)
- [When does Personal Injury Insurance apply?](#)
- [CDSFA Constitution and Rules, Code\(s\) of Conduct](#)
- [Belmore Eagles Football Club – Guidelines for Parents](#)

- This takes you to the “Payment” screen which will default with the season’s registration fee. **This fee already includes jersey bond.**

Select “Pay Online”

**### Note you will only be able to register if you make payment this year.**

- Click on “Pay Now” to pay online with a credit card (VISA or MasterCard). You will receive a notification that a credit card transaction fee of 2.3% will be incurred. This is approximately \$5 for juniors and \$10 for seniors. It ensures the Club receives the full amount of the registration fee.

Once completed there are some additional CDSFA questions to answer (these may appear twice) then your registration is complete.

### **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.

Thank you for registering with us this season – we look forward to seeing you on the field.

Yours sincerely,

Chris Hunt  
**Registrar**