

North Canberra Futsal Self Registration Guide

Please follow these instructions to register online for North Canberra Futsal. Before you register, you must be in a team and your team nomination must have been accepted by NCF. Please do not register if you are an individual player without a team. You should know your FFA number and your password.

Login

- a) Go to the MyFootballClub website: 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

Start Registration

- Once logged in, select "Make a Registration" or "Register Now"
- Update contact details if necessary.
- On the next screen, enter the club name North Canberra Futsal
If you get a message saying there are no packages then click OK and check the club name is correct. Contact the Registrar registrar@northcanberrafutsal.com.au if there are still no packages listed.
- Select the Registration role as "Player"
If this is the first time you have registered to play football in Australia you will need to confirm whether you played futsal in another country.
- Select the correct Registration Package that applies for your registration. For example:
U10 Open if you are playing in a mostly boys competition or U10 Girls if you are playing in a girl only competition.
- Click the "Add" button.
- Click the "Next" button at the bottom of the screen.
- Read and acknowledge the Terms and Conditions then click "Next".
- 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 by cheque or direct debit. There have been some problems with the system generating two invoices particularly for those using Internet Explorer. If this happens please select the second invoice and only pay once.
Players who do not pay online through My Football Club may pay by either of the following methods:
 - *Mail a cheque or money order (no cash accepted) made payable to North Canberra Futsal to the club postal address; PO Box 1196, Belconnen ACT 2617. Please include the player's invoice that should have been emailed by MFC after completion of registration.*
 - *Pay by direct deposit Account Name: NCF Inc
BSB: 112908
Account: 040630904
Reference: FFA Number/Name. This is critical so that we can track your payment. Please do not overlook this.*
- Please answer the additional questions on the final page particularly the one about your age group, your team name and your division. This will help us place you in your team. Click the "Save All Answers" button. Your registration has now been submitted.