



REGISTRATION INSTRUCTION MANUAL

Please read general info on this page then select the page(s) that applies to you and follow the instructions.

NOTICE TO ALL PLAYERS

The club's volunteers are on a very tight deadline to get all teams to the association so that all required admin can be done for the start of season.

**PLEASE ASSIST BY REGISTERING, PAYING AND PROVIDING ALL
REQUIRED DOCUMENTATION & INFO BY 11/2/18**

A \$50 LATE FEE APPLIES TO INCOMPLETE REGOS AFTER 11/2/18
If you cannot pay in full by 11/2/18 please apply to treasurer@bonnetbayfc.com
who has discretion to make alternate arrangements for payment

Page 2 - PLAYERS RETURNING or TRANSFERRING WITHIN SUTHERLAND
SHIRE FA

Page 3 - NEW PLAYERS

Page 5 - PLAYERS TRANSFERRING FROM OUTSIDE SUTHERLAND SHIRE FA

Page 7 - ##### HOW TO CLAIM \$100 REBATE FOR SCHOOL STUDENTS #####

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UNIFORMS

Returning Players - Registration includes provision of full playing kit. Age groups 16s and under must return their playing shirt at season end, otherwise all other equipment issued is owned by the players and replacements are their responsibility at a cost.

New Players - if you are joining an existing team or a new junior team registration includes provision of full playing kit. Age groups 16s and under must return their playing shirt at season end, otherwise all other equipment issued is owned by the players and replacements are their responsibility at a cost. Players joining new senior teams (ie over 21) will be required to pay \$90 for their playing kit.

DISCOUNTS FOR FULL-TIME UNI OR TAFE STUDENTS OVER 18

Register using a Student Package to obtain your discount. You must send proof of your full-time student status to registrar@bonnetbayfc.com by midnight of last rego session otherwise you will be invoiced \$25.

REGO SESSIONS

Rego sessions will be held at BBFC's clubhouse, The Hangar, at Lakewood City Reserve, Coolidge Crescent, Bonnet Bay on:

Wednesday 31/1/18 – 6pm to 8pm;

Sunday 4/2/18 – 2 pm to 4pm

Sunday 11/2/18 – 2 pm to 4pm



PLAYERS RETURNING or TRANSFERRING WITHIN SSFA

You can save yourself and us a lot of time by completing your rego process on-line at home (refer A below). Please avoid going on-line at peak times when club rego sessions are on.

A. REGISTER ON-LINE:

1. Go to www.myfootballclub.com.au
2. Hit “**REGISTER NOW**” panel on right hand side of page
3. If you do not remember your FFA No. and Password Click on link “**FIND YOUR FFA NO.**” toward bottom of page. Your password will be sent to the email account FFA has on file from last time you used the site – contact support if you have any problems.
4. Once you have your FFA No. and password return to the “**REGISTER NOW**” page and click on “**PROCEED TO LOGIN PAGES**”
5. Select “**BONNET BAY FC**” as your club then follow the prompts through all the pages.
6. **NEW PHOTO REQUIRED** - If you are in one of the categories below you must upload a new **PHOTO** (under 10s and older only) at one stage so please have this ready
 - ALL U10 Boys & Girls and W10 Girls.
 - ALL U14 Boys & W14 Girls.
 - ALL U18 Boys & W18 Girls.
 - ALL NEW players U10 and older.
 - ALL Returning Players whose photo is more than 3 years old.Photos can also be uploaded at a rego session if needed.
7. Have your **VISA** or **MASTERCARD** ready to pay rego fees at the end of the process. **DO NOT PAY NOW IF YOU WISH TO CLAIM THE \$100 REBATE FOR SCHOOL CHILDREN - refer to instructions on page 7 first.** If you do not pay on-line you will receive an invoice which you can pay by direct credit to the club’s account or at a rego session (refer info on the invoice). **Payments must be completed by the due date otherwise a \$50 surcharge will apply.**
8. **UNIFORMS** can be arranged at a rego session: socks cost \$15 and shorts cost \$25. Returnable playing shirts are included in rego fee. Other club merchandise is also available for sale at rego sessions.

B. ATTEND A REGO SESSION IF NEEDED TO:

1. **Pay Fees**
2. **Be Sized for Uniforms or Buy Merchandise**
3. **Organise ID Photo**
 - Passport Size (122 pixels x 156 pixels JPEG on plain, preferably blue, background)
 - Head Only - no group photos, no cropped group photos
 - No Hats, beanies, fascinators etc
 - No sunglasses or reading glasses
 - Sports glasses worn during games must be worn for photo

**Your photo must be valid for your rego to be finalised.
Please assist by ensuring this is done**



NEW PLAYERS

You can save yourself and us a lot of time by completing most of your rego process on-line at home (refer A below). Please avoid going on-line at peak times when club rego sessions are on.

You will need to attend a rego session in person to bring documentation etc. and arrange your uniform (refer B below)

A. REGISTER ON-LINE:

1. Go to www.myfootballclub.com.au
2. Hit “**REGISTER NOW**” panel on right hand side of page
3. Click on link “**CREATE AN FFA ACCOUNT**” toward bottom of page. You will need an email address.
4. After you have created an FFA account return to the “**REGISTER NOW**” page and click on “**PROCEED TO LOG IN PAGES**”
5. Select “**BONNET BAY FC**” as your club then follow the prompts through all the pages. You will be prompted to upload your **PHOTO** (under 10s and older only) at one stage so please have this ready (see info below). This can also be uploaded at a rego session.
6. Have your **VISA** or **MASTERCARD** ready to pay rego fees at the end of the process. **DO NOT PAY NOW IF YOU WISH TO CLAIM THE \$100 REBATE FOR SCHOOL CHILDREN - refer to instructions on page 7 first.** If you do not pay on-line you will receive an invoice which you can pay by direct credit to the club’s account or at a rego session (refer info on the invoice). **Payments must be completed by the due date otherwise a \$50 surcharge will apply.**

B. ATTEND A REGO SESSION TO PROVIDE THE FOLLOWING:

“**NEW REGISTERED PLAYER**” means new to Sutherland Shire Football Association (SSFA). Some players may have an older FFA number, but have never played with a SSFA club. They must be identified.

BOTH Junior and Senior players **NEW to SSFA Clubs** need to provide:

1. ID photo (under 10s and older only)
2. proof Date of Birth and
3. proof of Residency.

ID Photo

- Passport Size (122 pixels x 156 pixels JPEG on plain, preferably blue, background)
- Head Only - no group photos, no cropped group photos
- No Hats, beanies, fascinators etc
- No sunglasses or reading glasses
- Sports glasses worn during games must be worn for photo

Proof of Birth – Birth Certificate, Passport or Drivers Licence.

Proof of Shire Residency

- A Current Driver’s Licence with the address unaltered since issue or renewal.

(Driver's Licence with RMS endorsed change of address on the back will **NOT** be accepted as proof of residence.)

- A Council Rate Notice or Lease Agreement for a Shire property which is the place of residency of the player.
- A recent document from a Government Department or Financial Institution.
NOTE: (Telephone and Mobile Phone Accounts will **NOT** be accepted).

NOTE for Juniors regarding Residency

Parents must show residency documents, as above, or if a child doesn't live in the shire but goes to school in the shire, **a letter from the school confirming 2018 attendance or a 2018 school**

**The club needs to attach copies of ID Photos, Proof of Birth and Residency
for your registration to be valid
Please assist by bringing these with you to a rego session**



PLAYERS TRANSFERRING FROM OUTSIDE SSFA

You can save yourself and us a lot of time by completing most of your rego process on-line at home (refer A below). Please avoid going on-line at peak times when club rego sessions are on.

You will need to attend a rego session in person to bring documentation etc. and arrange your uniform (refer B below)

A. REGISTER ON-LINE:

1. Go to www.myfootballclub.com.au
2. Hit “**REGISTER NOW**” panel on right hand side of page
3. If you do not remember your FFA No. and Password Click on link “**FIND YOUR FFA NO.**” toward bottom of page. Your password will be sent to the email account FFA has on file from last time you used the site – contact support if you have any problems.
4. Once you have your FFA No. and password return to the “**REGISTER NOW**” page and click on “**PROCEED TO LOG IN PAGES**”
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6. Have your **VISA** or **MASTERCARD** ready to pay rego fees at the end of the process. **DO NOT PAY NOW IF YOU WISH TO CLAIM THE \$100 REBATE FOR SCHOOL CHILDREN - refer to instructions on page 7 first.** If you do not pay on-line you will receive an invoice which you can pay by direct credit to the club’s account or at a rego session (refer info on the invoice). **Payments must be completed by the due date otherwise a \$50 surcharge will apply.**
7. **UNIFORMS** can be sized at a rego session. Other club merchandise is also available for sale at rego sessions.

B. ATTEND A REGO SESSION TO PROVIDE THE FOLLOWING:

“**NEW REGISTERED PLAYER**” means new to Sutherland Shire Football Association (SSFA). Some players may have an older FFA number, but have never played a with SSFA club. They must be identified.

BOTH Junior and Senior players **NEW to SSFA Clubs** need to provide:

4. ID photo (under 10s and older only)
5. proof of Date of Birth and
6. proof of Residency.

ID Photo

- Passport Size (122 pixels x 156 pixels JPEG on plain, preferably blue, background)
- Head Only - no group photos, no cropped group photos
- No Hats, beanies, fascinators etc
- No sunglasses or reading glasses
- Sports glasses worn during games must be worn for photo

Proof of Birth – Birth Certificate, Passport or Drivers Licence.

Proof of Shire Residency

- A Current Driver's Licence with the address unaltered since issue or renewal.
(Driver's Licence with RMS endorsed change of address on the back will **NOT** be accepted as proof of residence.)
- A Council Rate Notice or Lease Agreement for a Shire property which is the place of residency of the player.
- A recent document from a Government Department or Financial Institution.
NOTE: (Telephone and Mobile Phone Accounts will **NOT** be accepted).

NOTE for Juniors regarding Residency

Parents must show residency documents, as above, or if a child doesn't live in the shire but goes to school in shire, **a letter from the school confirming 2018 attendance or a 2018 school student card.**

**The club needs to attach copies of ID Photos, Proof of Birth and Residency
for your registration to be valid
Please assist by bringing these with you to a rego session**



HOW TO CLAIM \$100 REBATE ON REGISTRATION FEES FOR SCHOOL STUDENTS

The NSW Government has established the Active Kids program whereby every child (4.5 – 18 years' old) enrolled in school from Kindergarten to Year 12 will be eligible for an Active Kids Voucher they can use to get a \$100 rebate on rego fees for an approved purpose such as soccer rego. Each Voucher can be used only once per year.

Bonnet Bay FC will be taking registrations prior to the official Active Kids Voucher Program Launch on 31/1/18. We encourage you to register early to assist with planning teams. You will be able to advise us of your voucher number later following the instructions below.

If you register on-line before 31/1/18 (our preference to help get teams organised)

1. Register at www.myfootballclub.com.au as usual using instructions above. DO NOT PAY IF YOU WISH TO CLAIM THE \$100 REBATE.
2. On or near 1 February 2018 we will send you an invoice for your registration payment. This invoice will be reduced by \$100 upon receipt of your Voucher No. The easiest way to provide this number will be to complete the simple on-line form at <http://bonnetbayfc.com/our-club/enter-active-kids-voucher/>.

If you register after 31/1/18

1. Follow instructions below to obtain your voucher number before registering.
2. Register at www.myfootballclub.com.au as usual. At time of payment on-line there will be an "Add-on button" appear on the payment screen. If you select this button you will be asked to provide your voucher number and \$100 will be deducted from the amount to be paid. YOU MUST HAVE YOUR VOUCHER NO. READY TO CLAIM THE REBATE.

How to Obtain your Active Kids Voucher No.(s)

1. Visit www.service.nsw.gov.au to create or login to your existing MyServiceNSW Account. **This step can be done now to save time later.**
2. Complete an Active Kids application at your MyServiceNSW Account (for each child). This can be done from 31/1/18 onwards.
3. You will receive a voucher with a unique ID number for each child
4. You must then submit the no.(s) to Bonnet Bay FC

Please complete everything by 11/2/18 to Avoid Late Fees

We ask that everyone provide the Voucher number before 11/2/17 as that is the cut-off date for our early bird registration fees and \$50 late fee may be applied after that date.



Bonnet Bay FC - Rego Fees for 2018

Returning players must register and pay by midnight on 11/2/18 to avoid the \$50 fee increase from 12/2/18. Refer www.bonnetbayfc.com for instructions on how to register.

The NSW Government has a \$100 rebate available to players who are attending a NSW school in 2018. This may be applied to your registration at BBFC. See our Rego Instruction Kit for full instructions.

AGE PLAYER TURNS IN 2018	Early Bird Fee for Regos and Payment By 11/2/18 (\$100 rebate available for school children)	Fee Increase for Regos and/or Payment From 12/2/18	Fees for Regos From 12/2/18 (\$100 rebate available for school children)
MiniRoos			
6 to 7	\$110.00	n/a	\$110.00
8 to 9	\$150.00	\$50.00	\$200.00
10 to 11	\$160.00	\$50.00	\$210.00
Junior			
12 to 17	\$180.00	\$50.00	\$230.00
18	\$215.00	\$50.00	\$265.00
Senior			
19, 20 & 21	\$280.00	\$50.00	\$330.00
19, 20 & 21 (Student)	\$260.00	\$50.00	\$310.00
All Age	\$305.00	\$50.00	\$355.00
All Age (Student)	\$285.00	\$50.00	\$335.00
Over 30/35/45	\$305.00	\$50.00	\$355.00

NOTES:

Fees include Insurance, Referee Fees, Association Fees (local, state and national) & Club Fees to cover fields, training lights and equipment. After taking wet weather into account players should normally expect 15 games and 15 training sessions.

Returning Players - Registration includes provision of full playing kit. Age groups 16s and under must return their playing shirt at season end, otherwise all other equipment issued is owned by the players and replacements are their responsibility.

New Players - if you are joining an existing team registration includes provision of full playing kit. Age groups 16s and under must return their playing shirt at season end, otherwise all other equipment issued is owned by the players and replacements are their responsibility. Players joining new senior teams (ie over 21) will be required to pay \$90 for their playing kit.

Full-time Students Over 18 - discount of \$20 applies from under 21s and over - student card to be emailed to registrar@bonnetbayfc.com otherwise extra charge will be raised plus an admin fee of \$10