

## Westside FC Registration Guide (Online registrations are open from 3 January 2018)

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

### Start Registration

1. Go to the MyFootballClub website: [www.myfootballclub.com.au](http://www.myfootballclub.com.au)
2. Login using your FFA number and password.  
(Find my FFA number <https://live.myfootballclub.com.au/signup/FFAMemberSignup.aspx> )
3. Once logged in, select “**Register**” button.
4. Update contact details if necessary. Then select “**Next**”
5. On the Select Registration screen, Step1: enter the club name **Westside Football Club**.  
Step 2: select **Player**, Step 3: select registration package, Step 4: Add the selected package.  
Then at the bottom of the screen select “**Next**”.
6. Read the Terms and Conditions and tick the “**Acknowledge All**” box before selecting “**Next**”.

7. Click on “**Manual Payment at Club**” to pay by Direct Deposit into the club’s **BankWest** account. Please include the player’s name and age group when you deposit the money so that we know it is you who has paid.  
(Account Name: Westside Football Club, BSB: **302162**, Account Number: **0542854**)

If you have already paid a deposit, please pay the remainder of the fees by direct deposit/ transfer into our bank account.

8. Click on “**Pay Online**” if you are paying the full fees with a credit card. Please note that an additional Credit Card Transaction Fee as charged by the credit card issuer is payable.
9. Answer the questions on the final page and click the “**Save All Answers**” button.

Our Fees	
Age Group	\$
U7	265
U8 to U11	375
U12 to U16	425
U17 to U18	460

### Add a Photograph ID (mandatory for U12 and above players)

1. Go to [www.live.myfootballclub.com.au](http://www.live.myfootballclub.com.au)
2. Login using your FFA number and password.
3. On the left side of the page, click the “**My Details**” button, followed by the “**Edit My Details**” button.
4. Click on “**Upload/Update Photo**” to add a photograph to the player profile.  
(The photograph is a “headshot” image similar to what we have in our driver’s license.)
5. Should you encounter any difficulty uploading the photograph, you may alternatively email the player photograph to [registrar@westsidefc.com.au](mailto:registrar@westsidefc.com.au) who will upload the photograph for you.

### 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 or the Resources page on the MyFootballClub website.
- Call FFA Support Centre (02) 8020 4199 if you are having problems with your password to login.

#### Member Federations

