



# Club Set Up for the 2017 Season

## Setting up Add-Ons

An Add On is an additional item that a player can purchase at the time when they are registering for your Club which may be merchandise such as caps, bags, scarves and Volunteer Levies/membership fees.

Add Ons are not included in registration packages.

Add Ons are not a mandatory purchase for players, they can choose whether to select the additional item in the self registration workflow.

You can use this for discounts and vouchers e.g Get Started Vouchers

### Step 1 – Fees and Packages



### Step 2: Click on Add New on the button right of screen



1. Change FFA Classification to “Add On”
2. Tick “Make Available as Add on Item”
3. Type in the name of the fee – (*Fee Name*) you want your players to see when registering
4. Select the Football Type as **Outdoor** and the season will default to **2017 Outdoor**
5. Select the Age Group and Gender for the fee you are entering - **NOTE**: an Age Group and Gender **MUST** be chosen or the fee will not display during registration.
6. Click SAVE when you are sure you have all the below correct. **NOTE** You can use a **NEGATIVE** amount – just type in the figure e.g **-150** and it will show as a deduction on their invoice



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### Edit Fee

\* Fee Name Get Started Voucher 2017

\* Season 2017 Outdoor

\* Valid From 01/01/2017 Valid To 31/12/2017 Max Players

Type Player

\* FFA Classification Add On

Football Type Outdoor

\* Player Status Amateur

Age Group All Ages FT Supplementary - Min Age: 4 - Max Age: 70

Gender Mixed

Club Fee -150.00

Make Available As Add On Item

Available to Online Self Registration

Exit Delete Setup Package Save

### Fees

Show All Records

Show All Seasons

	Fee Name	Valid From	Valid To	Type	Season	Club Fee	Pkg Price	Classification	SR On
<a href="#">Edit Fee</a> <a href="#">Edit Package</a>	Get Started Voucher 2017	01/01/2017	31/12/2017	Player	2017 Outdoor	-150.00	-150.00	Add On	NO
Page 1 of 1						Total Records		1	