



**FOOTBALL
QUEENSLAND**

MyFootballClub Set Up 2018

Add-Ons and Get Started

Vouchers



How To Set Up Add-Ons and Get Started Vouchers

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 **2018 Outdoor**

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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

Edit Fee

* Fee Name	* Season	* Valid From	Valid To	Max Players
Get Started Voucher 2017	2017 Outdoor	01/01/2017	31/12/2017	
Type	* FFA Classification	Football Type	* Player Status	
Player	Add On	Outdoor	Amateur	
Age Group		Gender		
All Ages FT Supplementary - Min Age : 4 - Max Age : 70		Mixed		
Club Fee		<input checked="" type="checkbox"/> Make Available As Add On Item		
-150.00		<input type="checkbox"/> Available to Online Self Registration		
<input type="button" value="Exit"/>	<input type="button" value="Delete"/>	<input type="button" value="Setup Package"/>	<input type="button" value="Save"/>	

Fees

Show All Records

	Fee Name	Valid From	Valid To	Type	Season	Club Fee	Pkg Price	Classification	SR On
<input type="button" value="Edit Fee"/> <input type="button" value="Edit Package"/>	Get Started Voucher 2017	01/01/2017	31/12/2017	Player	2017 Outdoor	-150.00	-150.00	Add On	NO

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For more information about Get Started Vouchers for 2018 – see below link:

<https://www.qld.gov.au/recreation/sports/funding/getinthegame/getstarted/clubs>

End

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