

MEMO 08 - 26

To: Queensland Clubs
From: Football Queensland
Subject: Play On! Voucher Redemption Process
Date: May 20, 2026

Dear Clubs

Football Queensland reminds all clubs of the redemption requirements for Queensland Government Play On! Sports Vouchers in line with the upcoming deadlines in June.

All Round 1 and Round 2 Play On! Sports Vouchers must be presented to the activity provider (the club) by the participant by **Friday, 19 June** as per the Queensland Government's program dates.

Clubs are encouraged to remind their members of this deadline to ensure all vouchers are presented to the club for redemption before the Queensland Government deadline.

Clubs are then required to redeem all vouchers within the Queensland Government portal by 5pm on **Friday, 26 June**.

Failure by clubs to redeem vouchers within the Queensland Government portal by this deadline will result in clubs not receiving the \$200 for each voucher. The Queensland Government will not make payment for expired vouchers.

[More information on the Queensland Government portal redemption process is available here.](#)

Finally, clubs are required to redeem all Play On! Sports Vouchers in Squadi by **Friday, 26 June** to ensure the registration status of each participant is finalised and clubs are not in breach of Football Australia's National Registration, Status and Transfer Regulations.

The redemption of Play On! Sports Vouchers within Squadi will trigger payments to Football Queensland where the vouchers have been applied against Football Queensland venue and competition access fees. It is therefore crucial that clubs redeem their vouchers with the Queensland Government as soon as possible to receive the funds prior to processing the redemptions in Squadi.

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PLAY ON! SPORTS VOUCHER REDEMPTION DEADLINES

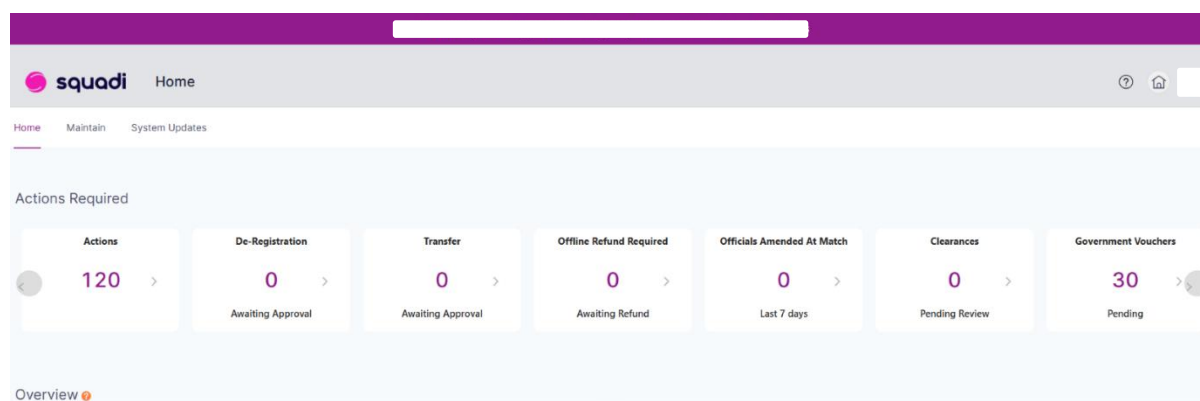
Friday, 19 June	All Play On! Sports Vouchers to be presented to activity provider (club) by participants
Friday, 26 June (5pm)	All Play On! Sports Vouchers to be redeemed by activity provider (club) in Queensland Government portal
Friday, 26 June (5pm)	All Play On! Sports Vouchers to be redeemed by activity provider (club) in Squadi

Please note, Play On! Sports Vouchers **must be redeemed by clubs within both the Queensland Government portal and in Squadi** as the two systems are not linked.

Further information on the Squadi voucher redemption process is available below.

SQUADI VOUCHER REDEMPTION PROCESS

On each club's home dashboard, Government Vouchers appears on the right under Actions Required as shown:



The screenshot shows the Squadi dashboard interface. At the top, there is a navigation bar with the 'squadi' logo and 'Home' link. Below this, there are tabs for 'Home', 'Maintain', and 'System Updates'. The main content area is titled 'Actions Required' and contains a row of seven cards representing different action categories:

- Actions:** 120
- De-Registration:** 0 (Awaiting Approval)
- Transfer:** 0 (Awaiting Approval)
- Offline Refund Required:** 0 (Awaiting Refund)
- Officials Amended At Match:** 0 (Last 7 days)
- Clearances:** 0 (Pending Review)
- Government Vouchers:** 30 (Pending)

Each card has a right-pointing arrow, and the 'Government Vouchers' card also has a three-dot menu icon on its right side.

By clicking on the right arrow, the club will reach the list of players whose vouchers have yet to be redeemed within the system. Clubs then need to hover over the 3 dots in the action column and click on "Voucher Payment Received" for each player.

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No. of Registrations		Unique Registered Users		Value of Registrations	
30		30		\$4,850.05	

<input type="checkbox"/>	User ID	First Name	Last Name	Registration Date	Affiliate	Competition/ Program	Registration Group	DOB	Paid by	Paid Fee (inc GST)	Pending Fee (inc GST)	Due per Match	Due per Instalment	Status	Action
<input type="checkbox"/>										\$0.00	\$0.00	\$0.00	\$0.00	Pending Registration	...
<input type="checkbox"/>										\$0.00	\$0.00	\$0.00	\$0.00	Voucher Payment Received	
<input type="checkbox"/>										\$0.00	\$0.00	\$0.00	\$0.00	Cancel Registration	
<input type="checkbox"/>										\$0.00	\$0.00	\$0.00	\$0.00	Registration Change	
<input type="checkbox"/>										\$0.00	\$0.00	\$0.00	\$0.00	Pending Registration Fee	...

The final step is to click "Save" to confirm the payment has been received from the state government:

Confirm Payment Received ✕

Name: [Redacted]

DOB: [Redacted]

Voucher Type: Queensland Play On

Code: [Redacted]

Amount applied to registration: \$200.00

Amount to disburse: \$200.00

Amount received:

Cancel
Save

End.