



# 2024 SANFL JUNIORS

## CLUB VOLUNTEER REGISTRATION GUIDE

### REGISTERING AS A VOLUNTEER IN PLAYHQ

#### Registration Link

The club registrar can provide the registration link, same link that is sent to players (participants) registering for the current season. The link can be found in the “Competition Management” tab, then click on the “Registration” tab, you will then see the current season with a registration link that can be copied and forwarded to your volunteers – this is the same registration link as players and Team Manager use.

#### STEP #1 – LOGIN IN OR CREATING ACCOUNT

If you already have an account, you will be prompted to log in or create an account (if you don't already have one from registering a child or other participant in the club).

Once you have logged in or created an account you will see the following screen, this screen is where you will select to register yourself, you will notice in the section below it will have any people or person that is registered under your account details.

Click Continue

SANFL Juniors, 2022, SANFL Juniors

Choose User | Choose Role | Participant Details | Fees | Payment & Summary

**Please choose who you would like to register**

I am registering myself

Registration Name

I am registering someone else  
(Participant will be linked to my account)

Register new family member or dependant  Child or associated registration

Continue →

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### STEP #2 – REGISTRATION AS VOLUNTEER

The next screen is where you will select “Volunteer”. Then click Continue

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Choose User | **Choose Role** | Participant Details | Fees | Payment & Summary

Register as a:

Player

Team Manager

Volunteer

[Continue →](#)

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### STEP #3 – ADDING YOUR DETAILS

The next screen is where you will update all your personal information. Including your Working With Children Check details, you will need to provide the WWC number, expire date and the state of issue. Once completed click Save and Continue.

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Choose User | Choose Role (Team Manager) | **Participant Details** | Fees | Payment & Summary

**Participant Details**

Please make sure the participant's details are entered correctly. Once continuing with the registration, the date of birth will not be editable.

First name\* | Last name\*

Preferred name | Gender\*

Date of birth\* | Country of birth\*

Email\* | Mobile number\*

Home number

Country\*

Address\* | Suburb / Town\*

State / Province / Region\* | Postcode\*

Are you of Aboriginal and/or Torres Strait Islander origin?\* | Were any of your parents/guardians born overseas?\*

**Disability Details**

Do you identify yourself living with disability/disabilities?\*

**Additional Questions**

AFL requests the following information:

What is your AFL Club of support?\*

**Emergency Contact**

Please complete the following information to ensure we maintain a current record of contact information for your emergency contact.

First name\* | Last name\*

Relationship\* | Email\*

Mobile number\*

**Working with Children (WWC)**

Please enter your Working with Children details below

WWC Number | Expiry date

State of issue

[Save and Continue →](#)

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### STEP #4 – SUMMARY & FEE SCHEDULE

The next screen will show you a registration summary and fee schedule, there are no fees to register as a club Volunteer. This section will also have the terms and condition agreement tick box. Once checked click Continue.

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Choose User | Choose Role (Team Manager) | Participant Details | **Fees** | Payment & Summary

**Fees**

DESCRIPTION	PRICE
Association Team Manager Registration Fee SANFL Juniors	\$0.00
Club Team Manager Registration Fee	\$0.00
Sub-Total	<b>\$0.00</b>

All values are in AUD.

By registering you may receive communications from [redacted] SANFL Juniors and governing bodies regarding your participation.

I agree to receive offers from the program/competition organisers and from the AFL, AFL clubs, affiliates and partners, my local league and club and other third parties in accordance with the [AFL Privacy Policy](#).

By ticking this box, I acknowledge I have read the [terms and conditions](#), understand and agree to abide by the governing bodies' rules, and competition by-laws.

[Continue →](#)

### STEP #5 – REGISTRATION SUMMARY SCREEN

Registration Summary Screen. Check the information and click Submit Registration, this will send the registration through to your club registrar for approval.

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Choose User | Choose Role (Team Manager) | Participant Details | Fees | **Payment & Summary**

Payment is not required. Please submit registration below.

[Submit Registration →](#)

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**Order summary**

Description	Qty.	Total
Association Team Manager Registration Fee SANFL Juniors	1	\$0.00
Club Team Manager Registration Fee	1	\$0.00
Total		<b>\$0.00</b>

All values are in AUD

You should then see the following screen if the registration has been completed successfully.

**Thanks, you have successfully registered!**

You are now registered as a team manager to:

[redacted]

SANFL Juniors, 2022  
SANFL Juniors

[Go to My Account](#)

[Register another participant](#)