



Hurlstone Park Wanderers Registration Instructions

2024

Welcome to Season 2024, our Centenary Season.

Before you begin registering, make sure you have:

- A passport-style digital photo (under 1 MB in size, .PNG or .JPG) of the person you are registering (if they were not registered in 2023, or if the current photo is more than 12 months old for a player aged under 18). Head and shoulders with the face clearly visible (no hat or sunglasses). Inappropriate, unclear or 'jokey' photos will be rejected and will delay approval to play.
- A credit or debit card for making payment if you are registering as a player (or registering someone as a player).
- Any Active Kids Voucher numbers that you may be applying to any registration with us.
- If you are registering as a coach or manager for any team with players aged under 18, you will also need a Working with Children Check number or current application number.

Registration using Dribl

You can create an account or login via this link:

<https://registration.dribl.com/club/15>

You will be presented with the seasons that are available

- **Select Winter 2024**

You will be prompted to provide your Dribl login details to continue the registration.

If you already have a Dribl account, use the email address and password you used previously to login.

If you do not have a Dribl account, select Create Account and you will be prompted to provide details to create a login. A new account will require 'activation' via a one-time code that is sent to your email address to verify that email account is yours. You will need to confirm that you have received the activation email before you can log in to Dribl. Note the email that you use for registration will be the email the club uses to communicate with you so make sure it is one that you check regularly and can access.

- **Select whether you are registering yourself or another person**

If you have registered before, you will be presented with a list of members you have previously registered under your login.

Select one of the available members who you wish to register – Dribl can then prepopulate most of the required information relating to the registrant.

If you are registering someone new, select **None, I am registering another family member or dependant**. *This will require you to populate all relevant information relating to the registrant.*

- **Proceed to review / enter the registrant information as required. Note that there are some mandatory fields that are required before progressing to the next step.**

Once first name, last name, gender and DOB are entered, the system will perform auto matching checks on the registrant. If a match is found, you will be able to view and select the applicable match that will auto populate the FFA Number and Dribl number for the registrant.

You will be prompted through a series of steps to enter required information (eg emergency contact – you **MUST** enter an emergency contact who is not yourself) and then to press **Continue** to proceed to the next stage.

- Once all information is entered, Press **Continue**

You will be required to upload a suitable passport-style photo. This is the official image of you that will appear on the team sheet which referees will check before allowing you to play.

- Once uploaded, Press **Continue**

You will be presented with a list of products that are based on the age and gender of the person you are registering (eg mixed u6-u7). Note these products are based on the competition rules.

Select the most suitable product for the registrant- you will only be offered options that comply with the competition age rules.

You will be presented with a summary of the registration information.

You will be able to **Add Voucher** for the registration at this point. We support Active Kids Vouchers. Note that current Active Kids Vouchers **CAN ONLY BE USED UP TO 31st January 2024**, as this scheme ceases on this date. New Active Kids Vouchers (means-tested eligibility restrictions apply) will only be able to be used after 1 February.

You must also review and accept all policies, terms and conditions. This includes our [participant code of conduct](#). By registering you agree that you as a player or as a parent of a player will abide by this code of conduct at all times. **Please note there are changes to our [Disciplinary Policies](#) that will apply to all players and teams, including penalties for red and yellow cards. All players must make themselves aware of these policies, and registration is a commitment to abide by them.**

- When the above has been done, Press **Continue**

You will be prompted whether you want to **add new registration** (repeat the above) to your order or **continue to checkout**. Select the applicable option.

You will be presented with a checkout summary of all registrations in your order

- Review and press **Continue**

You will be presented with options to make payment. You will be able to pay by credit card or external payment (bank transfer). It is possible to pay later, but we cannot finalise your registration and offer a place in a team until payment is completed, so we encourage you to register and pay at the same time.

Fill out the correct payment details and press

- **Proceed to checkout.**

You will be presented with the final checkout summary with option to Submit Order.

- Perform a final review and press **Submit Order.**

You will be redirected to the registration main portal page with a message your order has been successfully submitted.

Once your registrations is SUBMITTED, you will receive an automatic email from me as registrar notifying you. You will receive a second email from me once your registration is APPROVED. This may be some days after the submission as each submission needs to be manually checked and our registrar processes them in 'blocks' every couple of days.