



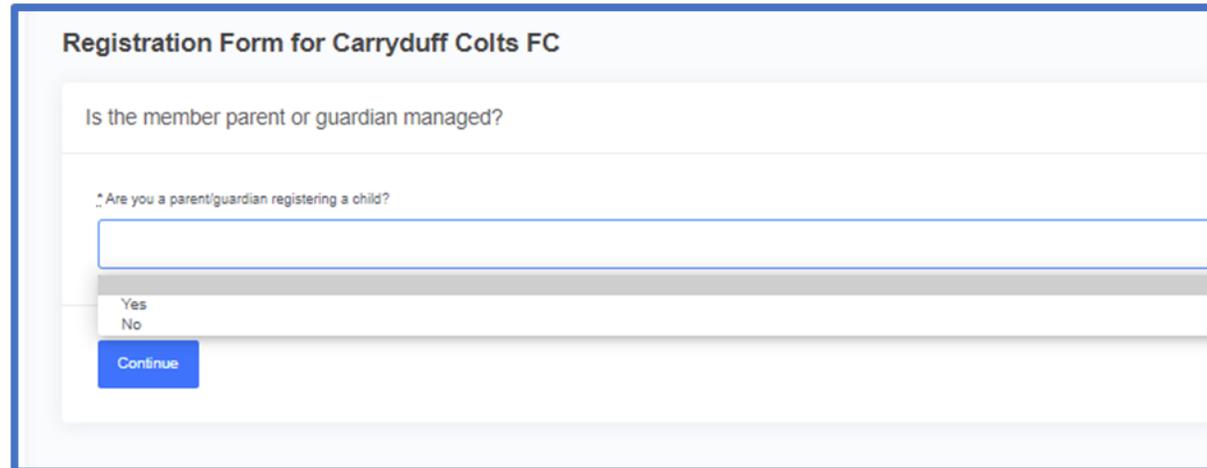
**Connecting to TeamFeePay –
Our New Payment Partner**



ADDING YOUR CHILD / PLAYER DETAILS

Once you have created your membership of TeamFeePay you will then be in a position to add your player details.

You are asked if you are a parent / guardian registering a child. If so click yes and your details added in the first screen are pulled through and you are into the club registration fields.



Registration Form for Carryduff Colts FC

Is the member parent or guardian managed?

.* Are you a parent/guardian registering a child?

Yes
No

ADDING YOUR CHILD / PLAYER DETAILS

Now you are on the registration screen where you will input information the club has requested

Ensure you complete all fields that are marked compulsory

In case of medical / Disability information etc, only include if there are any conditions. Do not write 'none'

Complete all fields and 'Register'

The screenshot shows a registration form with the following sections:

- Member Details:** Fields for First Name, Last Name (with a dropdown for 'Other'), Date of birth, Email, Mobile Phone, Gender (dropdown), Junior Check Box, and two Birth Date fields (each with a dropdown).
- Member Address:** A field for 'Street Line 1'.
- Head and Shoulders Photo:** Two photo upload slots. Below them are instructions: 'To be suitable for photo we ask the following: Use a recent image; Use a coloured image (with a plain background); Use an original photograph; Not a Scan; Not a photograph of a person's photo; Use .jpg, .png or .png formatted images.' There is a 'Choose File' button and a 'No file chosen' indicator.
- Requirements:** Four consent questions, each with a 'Yes' or 'No' dropdown:
 - 1. Consent for Camplife Golf FC to photograph the member?
 - 2. Consent for Camplife Golf FC to use those photographs on social media?
 - 3. Consent to receive medical treatment in an emergency?
 - 4. Confirm you authorize Camplife Golf FC to use your name?
- Allegies:** A text field with the instruction 'Do not enter anything if there is none'.
- Disabilities:** A text field with the instruction 'Do not enter anything if there is none'.

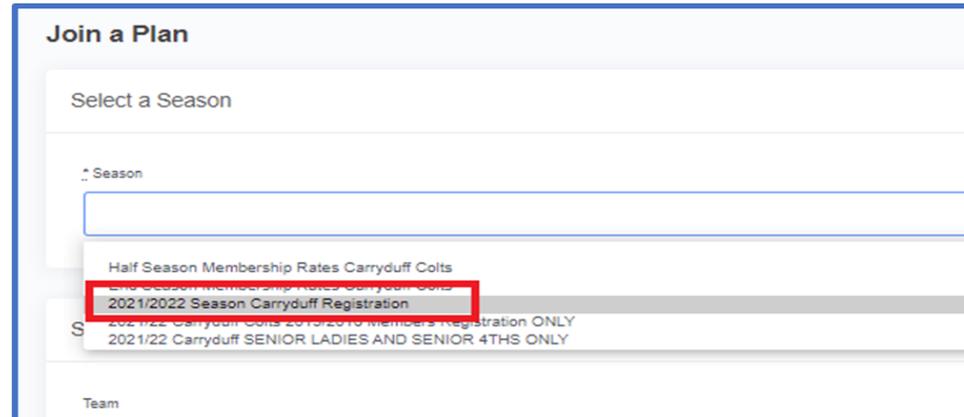
CONNECTING TO PAYMENT PLANS

This is where you will make payment plan selection

As can see in left hand side, you have the parent and then at bottom the child / player info

The Season for Carryduff Colts FC is 2021/2022 only

Select appropriate group



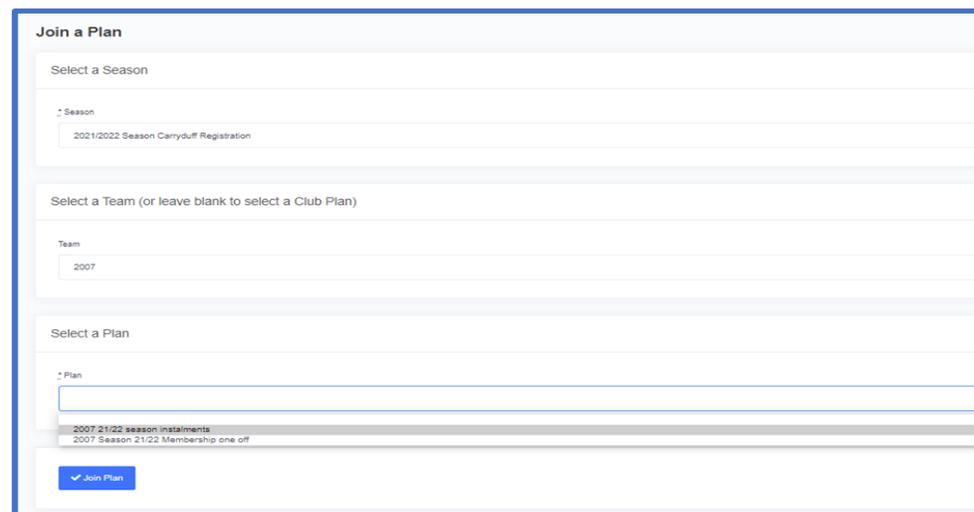
Join a Plan

Select a Season

Season

Half Season Membership Rates Carryduff Colts
End Season Membership Notes Carryduff Colts
2021/2022 Season Carryduff Registration
S 2021/22 Carryduff Colts 2019/2020 Members Registration ONLY
2021/22 Carryduff SENIOR LADIES AND SENIOR 4THS ONLY

Team



Join a Plan

Select a Season

Season

2021/2022 Season Carryduff Registration

Select a Team (or leave blank to select a Club Plan)

Team

2007

Select a Plan

Plan

2007 21/22 season instalments
2007 Season 21/22 Membership one off

AGREEING TO CLUB TERMS AND CONDITIONS

To reduce the need for the club to issue you with paper based policies and procedures, TeamFeePay enables the Club to include Documents that they wish for you, the member to read, understand to accept as part of your membership journey.

As can see the club have included a Code of Conduct for players as well as their Terms and Conditions. Each document can be opened and read using the link in screen. You can then click to accept all . There are no options to decline as these are the rules of the club. This will capture a time stamped record for both you and club as to acceptance of terms .

Required documentation	
Club Documents	
Name	Description
Code of Conduct For Children & Young Players	Code of Conduct For Children & Young Players
Code of Expectations for Parents	Code of Expectations for Parents

Showing 1 to 2 of 2 entries

[Accept All](#)

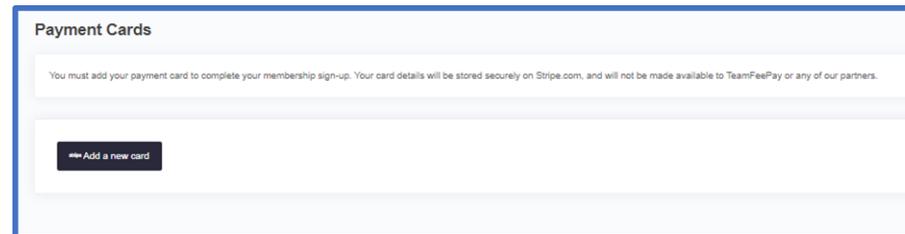
ADDING YOUR PAYMENT CARD INFORMATION

The final step is to add a payment method to the account in order that your membership fees be paid.

Simply click to 'add new card'. This will then direct you to the STRIPE interface where you will securely enter card details. We at TeamFeePay nor the club have access to this information.

Once card information is entered Click to Save and this will return you to your member screen. You are set up and ready to go.

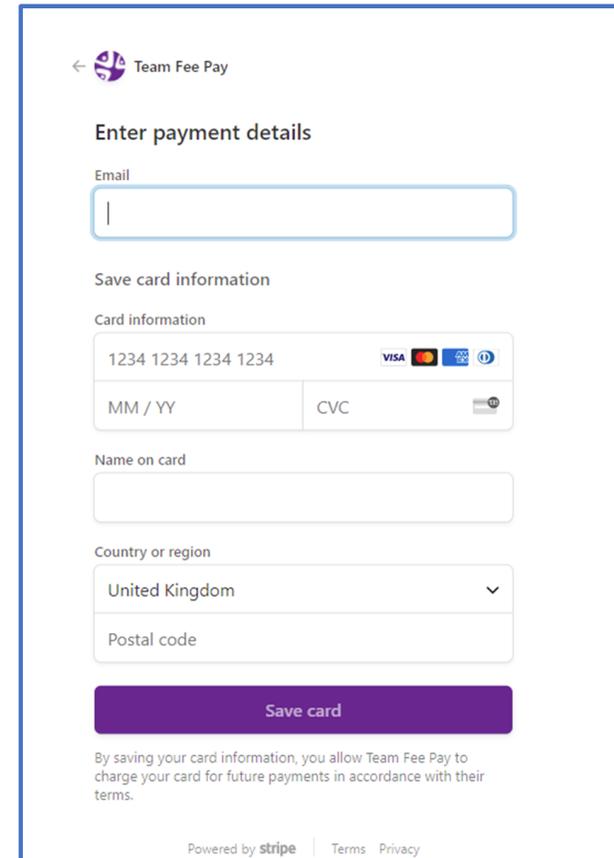
At this point you will have a sign up payment as either your entire fee, or your first instalment payable at this point. The system will permit 2 days to complete payment otherwise will have to start again -



Payment Cards

You must add your payment card to complete your membership sign-up. Your card details will be stored securely on Stripe.com, and will not be made available to TeamFeePay or any of our partners.

[Add a new card](#)



← Team Fee Pay

Enter payment details

Email

Save card information

Card information

1234 1234 1234 1234    

MM / YY CVC 

Name on card

Country or region

United Kingdom 

Postal code

[Save card](#)

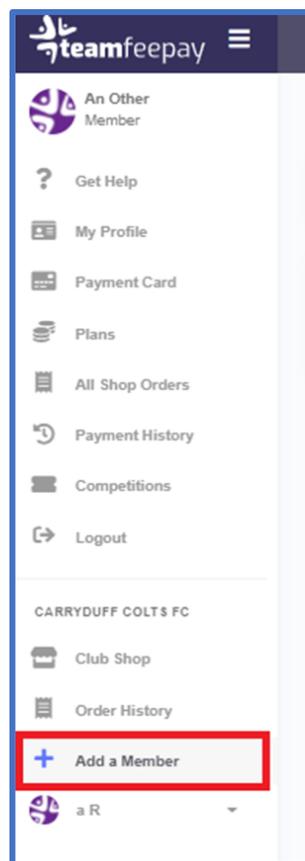
By saving your card information, you allow Team Fee Pay to charge your card for future payments in accordance with their terms.

Powered by [stripe](#) | [Terms](#) [Privacy](#)

ADDING AN ADDITIONAL CHILD / PLAYER DETAILS

If you wish to add a second child or more to the platform, you will have this option after registering your first child.

The following image shows you how to do this



ADDING AN ADDITIONAL CHILD / PLAYER DETAILS

You are asked if you are a parent / guardian registering a child. Leave blank and select next to complete the registration for the second child.

Registration Form for Carryduff Colts FC

Select an existing member, or leave blank to add a new one

LEAVE BLANK TO ADD NEW MEMBER

✓ Next

ADDING YOUR CHILD / PLAYER DETAILS

You will now go through the same process as registering the first child.

Ensure you complete all fields that are marked compulsory

In case of medical / Disability information etc, only include if there are any conditions. Do not write 'none'

Complete all fields and 'Register'

The screenshot shows a registration form with the following sections:

- Member Details:** Fields for First Name, Last Name, Date of birth, Email, Mobile Phone, Gender, Junior Check Box, Sports Box, and Sports Box.
- Member Address:** A field for Street Line 1.
- Head and shoulders Photo:** Two photo upload slots with a list of instructions: "To be clear the photo we use the Evaluation", "Use a recent image", "Use a coloured image (with a plain background)", "Use an original photograph", "Not a Scan", "Not a photograph of a person's profile", and "Use .jpg, .png or .png formatted images". A "Choose File" button is present.
- Requirements:** A series of yes/no questions:
 - "Consent for Canolf Gwyl FC to photograph the member?"
 - "Consent for Canolf Gwyl FC to use those photographs on social media?"
 - "Consent to receive medical treatment in an emergency?"
 - "Confirm you authorize Canolf Gwyl FC for the season?"
- Allegies:** A field with the instruction "Do not enter anything if there is none".
- Diets:** A field with the instruction "Do not enter anything if there is none".

CONNECTING TO PAYMENT PLANS

**This is where you will make
payment plan selection**

**As can see in left hand side,
you have the parent and
then at bottom the child /
player info**

**The Season for Carryduff
Colts FC is 2021/2022 only**

Select appropriate group.

The screenshot shows a web form titled "Join a Plan". It contains several sections for user input:

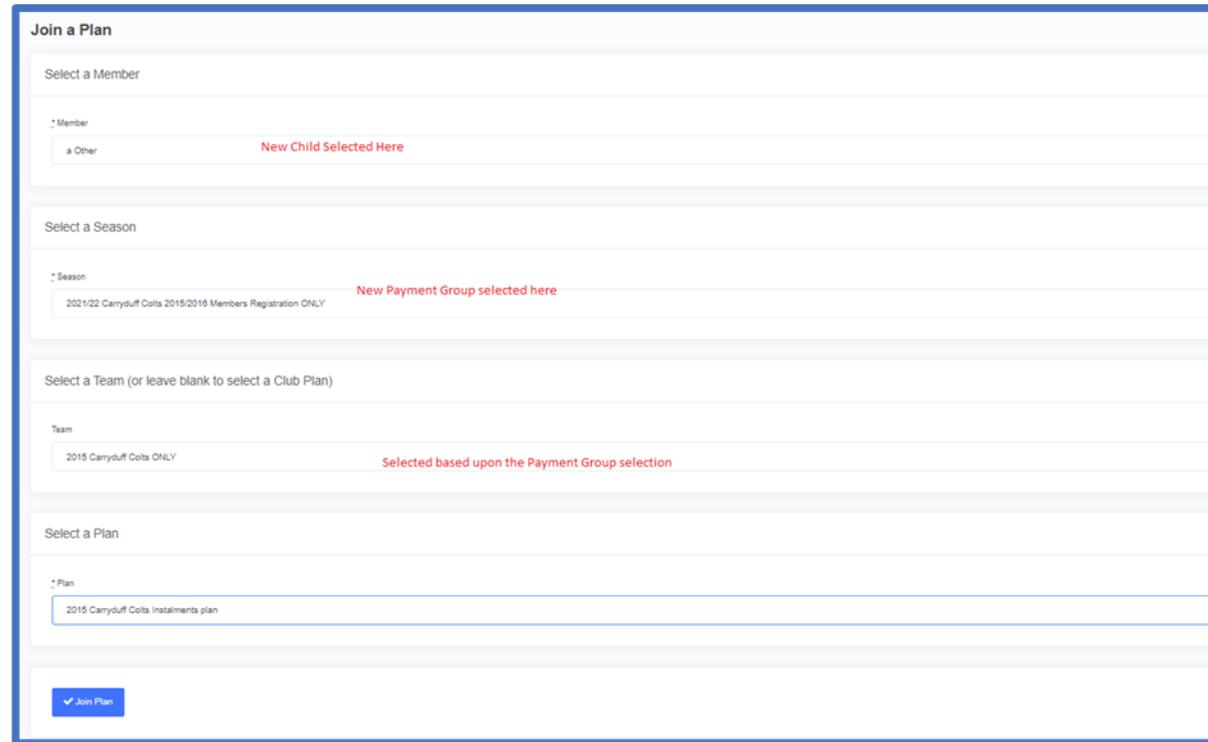
- Select a Member:** A dropdown menu labeled "Member" with a search icon.
- Select a Season:** A dropdown menu labeled "Season" with a search icon.
- Select a Team (or leave blank to select a Club Plan):** A dropdown menu labeled "Team" with a search icon. This section is highlighted with a red border. It includes a red error message: "New Information Required for 2nd child" and "Please complete to add".
- Select a Plan:** A dropdown menu labeled "Plan" with a search icon.

At the bottom left of the form is a blue button with a checkmark icon and the text "Join Plan".

CONNECTING TO PAYMENT PLANS

The following screen shows the only differences to selecting a new plan for the second child. Once all selections are made, you will need to accept the club documents and then you will be brought to the payment screen again as per first child.

Once completed you have successfully registered your second child. To add a third child simply repeat the same steps as for second child.



The screenshot displays a 'Join a Plan' form with the following sections:

- Select a Member:** A dropdown menu with 'Other' selected. A red note indicates 'New Child Selected Here'.
- Select a Season:** A dropdown menu with '2021/22 Carryduff Colts 2015/2016 Members Registration ONLY' selected. A red note indicates 'New Payment Group selected here'.
- Select a Team (or leave blank to select a Club Plan):** A dropdown menu with '2015 Carryduff Colts ONLY' selected. A red note indicates 'Selected based upon the Payment Group selection'.
- Select a Plan:** A dropdown menu with '2015 Carryduff Colts Instalments plan' selected.

A blue button with a checkmark and the text 'Join Plan' is located at the bottom left of the form.

ADDED PLAYERS ACCOUNTS - DETAILS

Once you have added all your members you will see those on your dashboard.

You can request to leave plans, add new plans and find all payment details for all members as needed.

