

PARENT GAMEDAY REGISTRATION MANUAL



**LANSW have a new registration platform system for 2021-22 season.
Registration steps are as follow:**

1. All Centres that have been approved for opening will be available on our website via link below.

<https://lansw.com.au/find-your-centre>

ACTIVE KIDS VOUCHERS

The \$100 State Government Active Kids vouchers can be used towards your membership. Make sure you apply for your voucher with Service NSW prior to commencing the registrations process so you have the number ready. You can apply for this voucher by visiting Service NSW. The voucher will be applied on the final page before payment, follow directions below.

2. Click the Centre you wish to register with and the Centres details will open.

3. Click on the register here button. You will need to sign up and create a new login (if you are a returning member you will need Sign Up to new Gameday platform).

Login/Register

Email *

Password * [Forgot?](#)

Login

No account yet? [Sign Up](#)

By clicking Login or Sign Up, you agree to the Gameday [Privacy Policy](#)

Now Accepting Braintree
A PayPal Service

4. Select new participant. These details will be the athletes name and date of birth and parent/guardian email/phone number.

5. Select one member type for each child, (see example below).

CORRECT PROCESS

Which member types are you registering as? *

Trial member only if new Little Athletics NSW do not use the Active Kids Voucher	<input type="checkbox"/>
First Registering Child Only	<input checked="" type="checkbox"/>
Second Registering Child Only	<input type="checkbox"/>
Third Registering Child Only	<input type="checkbox"/>
Fourth Registering Child Only	<input type="checkbox"/>
Fifth Registering Child Only	<input type="checkbox"/>

INCORRECT PROCESS

Which member types are you registering as? *

Trial member only if new Little Athletics NSW do not use the Active Kids Voucher	<input type="checkbox"/>
First Registering Child Only	<input checked="" type="checkbox"/>
Second Registering Child Only	<input checked="" type="checkbox"/>
Third Registering Child Only	<input checked="" type="checkbox"/>
Fourth Registering Child Only	<input checked="" type="checkbox"/>
Fifth Registering Child Only	<input checked="" type="checkbox"/>

7. Products – this page will contain two fees one for LANSW and one for Centre Fee. If both are not present please contact your Centre. (See example below)

The screenshot shows a 'Select your products' interface. It contains two product cards, both with checkmarks indicating they are selected. The first card is for 'LANSW State Fee' at \$70.00 AUD, provided by 'Little Athletics NSW Limited'. The second card is for 'Registration Under 12' at \$75.00 AUD, provided by 'East Maitland Athletics and Little Athletics Club'. At the bottom, there are 'Back' and 'Next' navigation buttons.

8. Questions – please complete these questions including address, languages spoken, parent/guardian contact details.

9. For new registrations the question page also provides the opportunity to upload proof of age or the option to show at your Centre.

10. Summary – this page will show selected products and where Active Kids Vouchers are added (if applicable). It will then deduct the \$100 from the payment.

The screenshot shows a 'Summary' page for a user named Jane Smith. It lists the selected products: 'LANSW State Fee' for \$70.00 AUD and 'Registration Under 12' for \$75.00 AUD. Below this is a section for 'Have a voucher code?' with a dropdown for 'Voucher Provider' (set to 'NSW Government') and a text input for 'Voucher Code'. A 'Register Another Person' button is also present. The summary shows a 'Subtotal' and 'Total' of \$145.00 AUD. At the bottom, there is a 'Select Payment Method' section with a 'PayPal' button and a 'Pay with Credit/Debit Card, Apple Pay or Google Pay' button.

11. If registering more than one child please select “Register Another Person” after entering the voucher number.

12. This will return you to the first page where you add a new participant and select Second registering child, (If the Centre offers sibling discounts this will be applied).

13. Repeat the process and at the end complete the remaining payment.

14. You will receive a confirmation email with details from the Centre regarding rego pack collection and running night information.

Additional Tip – if using Active Kids Voucher it is recommended that the registration process is completed on a desktop/laptop if possible.

Some Centres will have additional products for merchandise options or parent duties, you will be required to tick the box to add these.

If merchandise is selected there will be a question to add the sizes.