

Memo



[REDACTED]

[REDACTED]

Date: Monday 29th January, 2018

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I was provided access to a test database to see how the voucher system works in SportsTG and I'm happy to report that it worked as expected.

The purpose of this email is just to recap the program and to show you where the voucher component shows on the registration form.

The NSW Government is introducing a voucher system, Active Kids, to encourage school age children to participate in sports. The voucher has a value of \$100. SportsTG is developing the functionality for parents to use these vouchers when registering their children.

1. Who can use a voucher?

The NSW rules around these vouchers are as follows:

- Available to all children 4.5 - 18 years old
- Children must be enrolled in school, including home schooling and TAFE
- Children must live in NSW
- Sporting organisation accepting the voucher must be in NSW
- Voucher is valid for the calendar year (1 Jan – 31 Dec)
- Voucher can only be used once
- Voucher can only be used for 1 child; each child needs a separate voucher
- Voucher can be used for registrations and equipment provided and required for competition.
- Parents must apply for the vouchers and require the voucher number and a pin

What the voucher cannot be used for:

- Multiple registrations in different organisations
- More than one child, each child must have their own voucher
- Items such as jerseys, socks and boots
- Registrations for an organisation outside of NSW
- Children who live outside NSW
- Children not enrolled in school
- Activities less than 8 weeks and/or not structured
- School-run competitions

2. How are the vouchers applied?

SportsTG has built the functionality for NSW vouchers to be accepted online when registering children into basketball. The registration process is not changing. You can still register multiple children at the same time and use vouchers for all of them. The only change is adding and validating the voucher before the payment screen.

Each voucher has a value of \$100. There are several different scenarios possible for using the

voucher.

If a registration fee is over \$100, then \$100 will be deducted from the cost of the registration fee.

If a registration fee is under \$100, then the value of the registration fee will be deducted. The residual amount will not be used.

As our participant registration fees are unbundled, the \$100 will first be applied to the most expensive registration fee and the remaining, if any, will be applied to the next registration fee.

If the total of 2 or more registrations fees for 1 child is over \$100, then the full value of the voucher will be used.


If the total of 2 or more registrations fees for 1 child is under \$100, then the value of the registrations will be deducted. The residual amount will not be used.

3. How is the voucher redeemed is the voucher redeemed in SportsTG?

- The customer will login to the registration form, then they
- Select how many children you are registering.
 - If you have registered the child previously, select the name from the list.
 - If this is the first time, select New Member.
- Complete the form with all the mandatory details.
- Select the registration product(s) if applicable.
- After they select product(s), the voucher screen opens.

Please note: that the voucher appears before the payment screen. (Sample screenshot below)

The screenshot displays a registration interface with the following elements:

Select	Name	Cost
Basketball NSW State Membership Fees		
Yes	 2018 Player Miniball This product covers your registration for 365 days from the date due. This fee comprises of the BNSW Registration Fee and Processing Fee.	\$47.85
Dubbo Basketball Association 2018 Fees		
Yes	Dubbo Player Fee	\$0.00

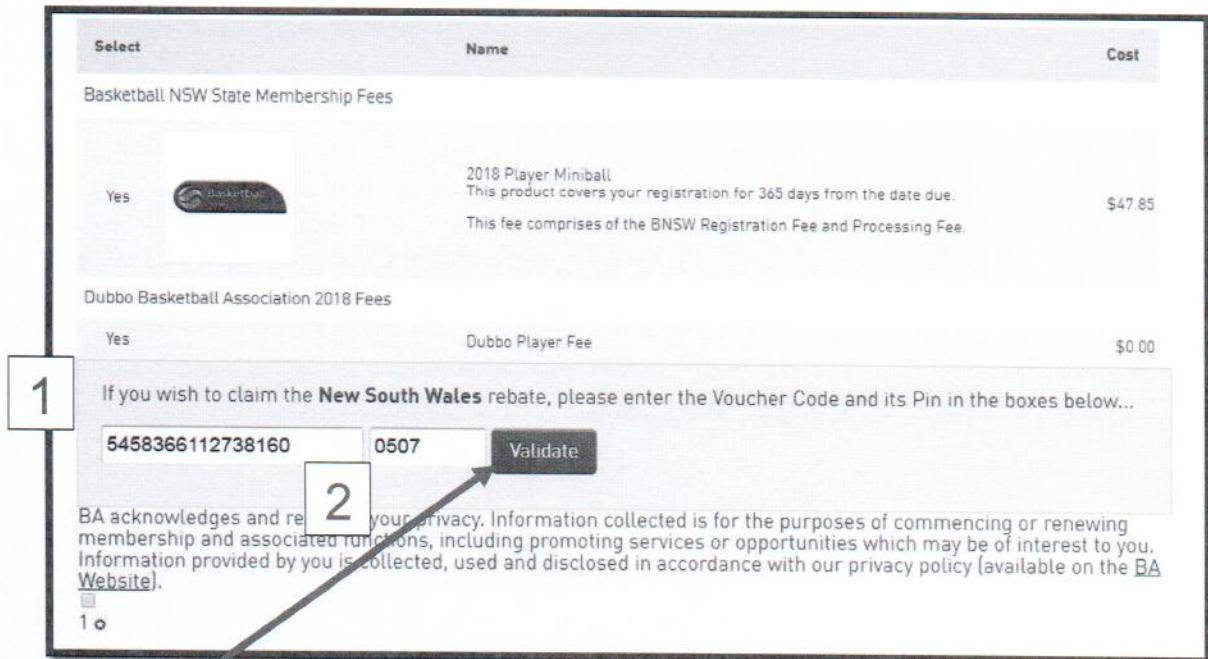
If you wish to claim the **New South Wales** rebate, please enter the Voucher Code and its Pin in the boxes below...

Voucher Code Pin ←

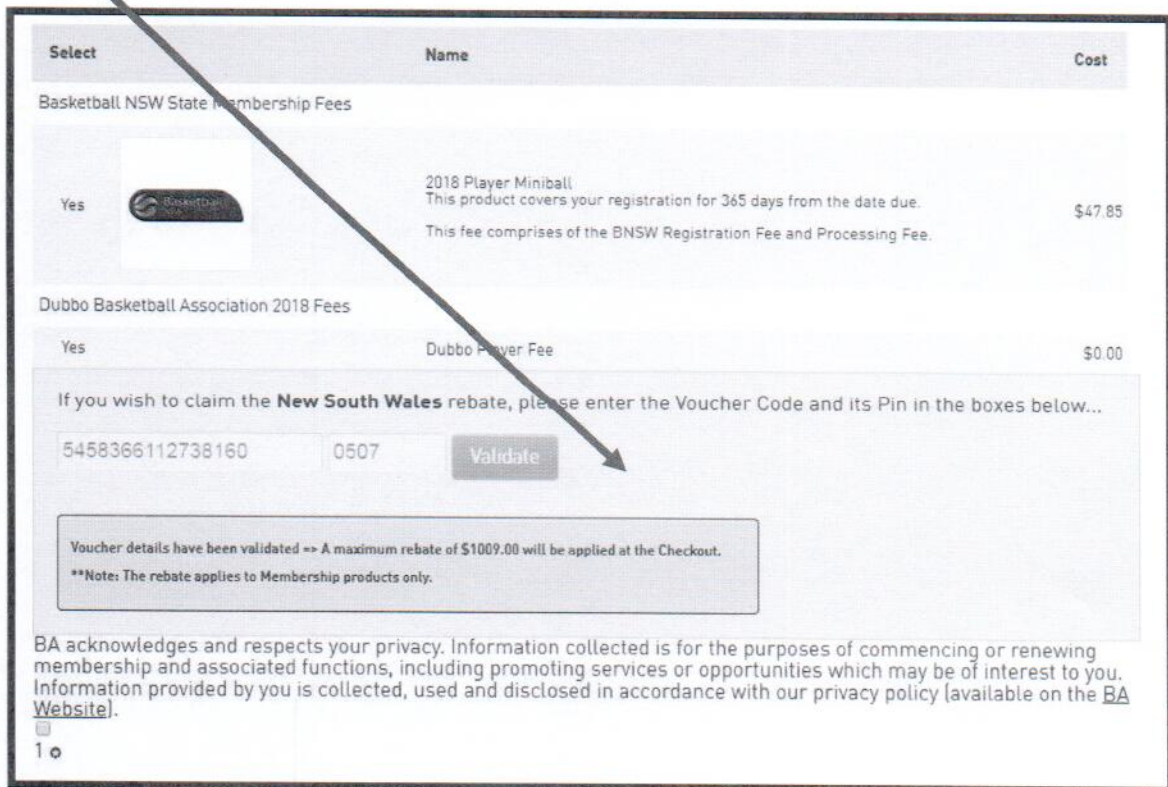
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- (1) The customer enters the voucher number as provided by the Services NSW website.
- (2) After they have entered the voucher number, they then enter the PIN # as provided by the Services NSW website.



They click **Validate**. They then receive an onscreen confirmation that the voucher has been **validated**.







NOTE: if they don't validate the voucher, it won't apply.

They then proceed to the payment screen and check out as normal.

The checkout page will show the amount they owe. There will be a note about the voucher discount.

Select a payment option. Enter the details and click the Pay button.

The invoice emailed to the customer will show everything purchased.

	Tax Invoice Berkeley Vale Mingara Junior RLFC Inc.
Invoice No. 9204965	
Thank you You have successfully made a payment of \$30.00	
Date Purchased:	17/01/2018
Bank Reference Number:	4n28sw6h
A payment of \$30.00 GST Inclusive for Ronald HOWARD at Central Coast Division Junior Rugby League	
Invoice Number:	1103048684
Product:	(Qty 1) - Vouchers - 2018 Registration Voucher4
Amount:	\$30.00 GST Inclusive
Total Amount:	\$30.00
	Melbourne HWT Tower Level 9 40 City Road Southbank VIC 3008
	Sydney Level 3 2 Holt St Surry Hills NSW 2010
	

See the below examples.

Ronald used a voucher to pay part of his \$130 registration.

Your registration is now complete subject to any relevant registration fees.

Pay now			
Invoice Number	Item	Name	Price
1103048684	Vouchers - 2018 Registration Voucher4 **	Ronald HOWARD	\$30.00
Total			\$30.00

** A rebate amount of \$100.00 has been applied. The item rebated has been shown accordingly.

Jane used a voucher to pay for her \$30 registration.

	Tax Invoice Berkeley Vale Mingara Junior RLFC Inc.
Invoice No. 9204765	
Thank you You have successfully made a payment of \$0.00	
Date Purchased:	16/01/2018
Bank Reference Number:	Zero-1515064170
A payment of \$0.00 GST Inclusive for Jane DOE at Central Coast Division Junior Rugby League	
Invoice Number:	1103047211
Product:	(Qty 1) - Vouchers - 2018 Registration Vouchert
Amount:	\$0.00 GST Inclusive
Total Amount:	\$0.00
	Melbourne HWT Tower Level 9 40 City Road Southbank VIC 3008
	Sydney Level 3 2 Holt St Surry Hills NSW 2010
	