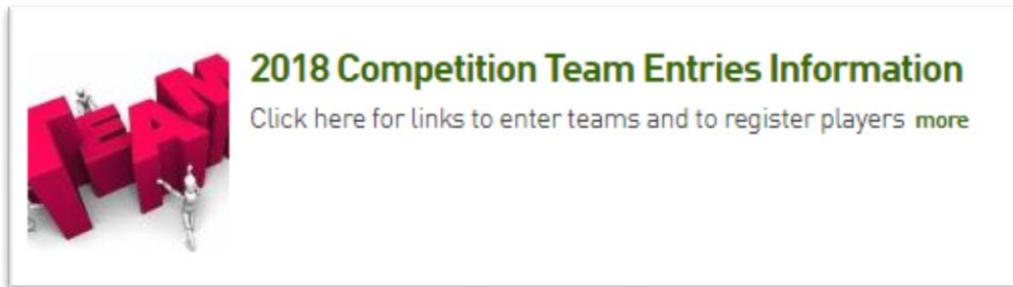


Managing the new BNSW registration system

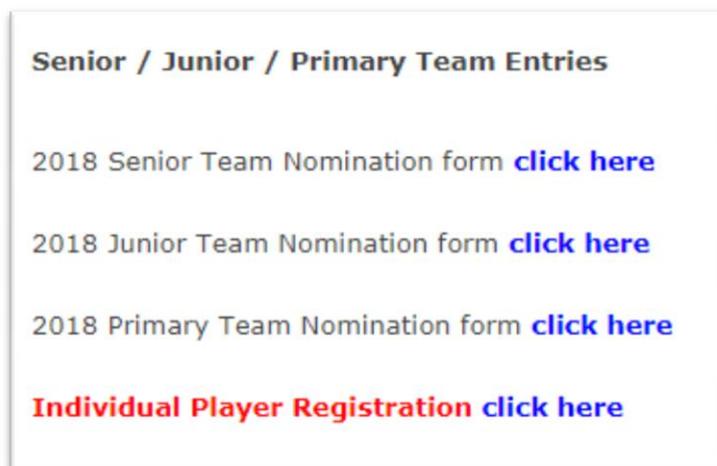
How to register your team on the new system and pay your team entry

All teams must be registered and paid using the new BNSW system. It's important that all teams follow these instructions as soon as possible as once we make the season fixtures you will be locked out from registering your team or adding any new players.

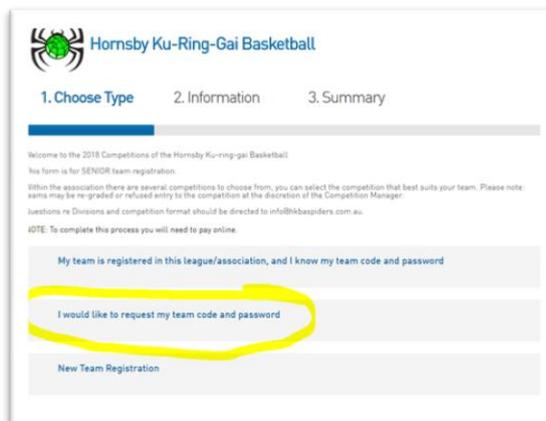
1. Head onto our website under 'NEWS' and select the link '2018 COMPETITION TEAM ENTRIES INFORMATION'



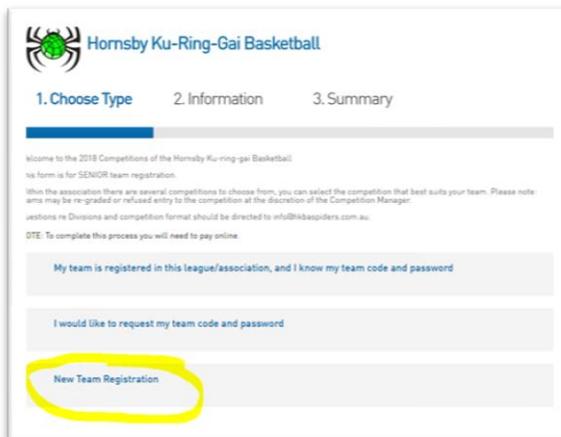
2. Select which team nomination you are e.g. 9/10 Girls are JUNIOR, Tues Men are SENIOR



3. If you have been playing with our association for previous seasons select the second option I WOULD LIKE TO REQUEST MY TEAM CODE AND PASSWORD



4. If you are a new team select NEW TEAM REGISTRATION



5. For our previous teams, the team manager will need to enter in their team's name, their name and email address to request their code. If it tells you there is no match it is because we have outdated information in our computer. Therefore, you will need to call the office to have them update the manager's details

Please enter the following details, exactly as per your team registration last season.
If your team contacts name and email has changed, please contact your Association for support.

Team Name:

Contact Name:

Email Address:

After submitting this form, an email will be sent advising the team codes and passwords for teams that match the details you entered. Please ensure that incoming emails from sportstg.com are allowed, and to check the junk mail area for the password reminder.
If no teams are found, please contact the organisation that administers the competition for support.

[Send me my Team Code and Password](#)

- 6. Once you have entered this information you will be emailed an 8-digit code to enter
- 7. Next the site will take you through step-by-step of how to register the team. When it asks you for a 3-digit code you may use the letters from your team or the first digits of your 8-digit code

Team Name

Three Letter Code

Contact Name

Contact Mobile

Contact Email

Preferred Division

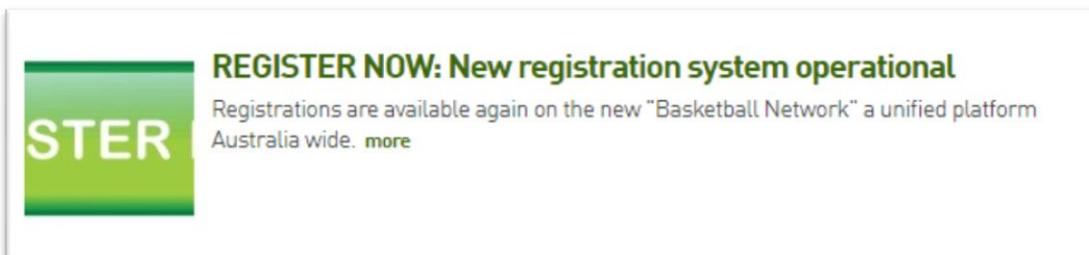
8. The manager will need to enter all the email addresses of each player
9. Next, an email will be sent out to all players requesting them to ADD THEMSELVES TO THE TEAM LIST. Again, it is important they do this promptly, before getting locked out by the system
10. During this process, it will also ask you for credit card details or bank account details to pay the team entry fee. The team entry fee can no longer be paid at the desk but must be done within this process

| Select | Name | Cost |
|---|--|---------|
| 2018 Team Nomination Fees | | |
| Yes | 2018 Summer Senior Team Nomination Fee | \$75.00 |

Paying your individual Hornsby/BNSW player registration

Player registration can no longer be paid manually at the desk and must be completed online with the new system. You do not need to complete this unless you are a new player or are aware that your registration from last year has expired. Please note no player can take the court unless they have a valid BNSW registration.

1. Head onto our website under 'NEWS' and select the link 'REGISTER NOW: NEW REGISTRATION SYSTEM OPERATIONAL'



2. Follow the steps of the registration where you will also be required to make your payment online using credit card details

Hornsby Ku-Ring-Gai Basketball

How many people are you registering?

Adults: Children: