

SUNNYBANK SENIOR PLAYER REGISTRATION POLICIES AND PROCEDURES

REGISTRATION OPTIONS

1. Full Registration
 - a. Full payment - \$400 (Premier Men, Women and Grades); \$380 (Colts)
 - b. Inclusive of training shirt, playing shorts and club shorts
 - c. Zip Pay – Monthly payments
 - i. Criteria – Credit history
2. Training Only Participation
 - a. Training Only Trial – player access to training sessions - 'Try before you buy' - \$25.00 (+ transaction fee)
 - b. Converted to full registration – minus above cost to full registration

REGISTRATION PROCESS

FULL REGISTRATION

1. Download Rugby Xplorer App for smartphones – Or access to internet
2. Rugby Xplorer Player profile
 - a. New players to Rugby Union will need to create a new profile
3. **Select Register**
4. **Select Account** you want to register **John Smith**
5. **Search** respective Playing club **Sunnybank Senior Rugby Union**
6. **Select Role: Player (Full Season Registration)**
7. **Select Registration Type: XV's Men's/XV's Women's**
8. **Select Duration: Season**
9. **Confirm** personal details
10. **Confirm** Additional details
 - a. Information highlighted *Red* indicate invalid and will not proceed to the next step
11. **Confirm** Emergency contact details
12. **Confirm** registration summary: **\$400.00**
 - a. Note this does not include a transaction fee
13. **Select Credit card or ZipPay option**
 - a. The total cost of registration **\$400 + transaction fee.**

TRAINING ONLY PARTICIPATION

1. Download Rugby Xplorer App for smartphones – Or access via an internet web browser
2. Rugby Xplorer Player profile
 - a. New players to Rugby Union will need to create a new profile
3. **Select Register**
4. **Select Account** you want to register **John Smith**
5. **Search** respective Playing club **Sunnybank Senior Rugby Union**
6. **Select Role: Training Only Participant**
7. **Select Registration Type: XV's Men's/XV's Women's**
8. **Select Duration: Season**
9. **Confirm** personal details
10. **Confirm** Additional details
 - a. Information highlighted *Red* indicate invalid and will not proceed to the next step
11. **Confirm** Emergency contact details
12. **Confirm** registration summary: **\$25**
 - a. Note this does not include a transaction fee
13. **Select Credit card or ZipPay option**
 - a. The total cost of registration **\$25 + transaction fee**

REGISTRATION PROCESS DIFFICULTY FAQs

Q. WHY CAN'T I CONTINUE ONTO THE NEXT PAGE?

A. This could be a result of not entering valid information & this will be indicated by being highlighted *red*

Q. HOW CAN I PAY WITH ZIPPAY?

A. You will need to create an account with ZipPay first before starting the registration process. The individual participant will create a relationship with ZipPay to decide when and how they will split their payments. Individuals are required to be an Australian citizen/ resident to be able to apply for ZipPay.

For information on this, please visit their website: <https://zip.co/how-zip-works>

Q. I AM HAVING DIFFICULTY FINDING MY ACCOUNT

A. You will need access to your emails to be able to find your account. After submitting your email address, you will be sent a link to change your password from Rugby Xplorer – depending on your email domain provider, this email may appear in your spam/junk folder.

If you are having any further issues with your account, we suggest contacting the Running Rugby team at Rugby Xplorer through email runningrugby@rugby.com.au or (02) 8005 5600.

Q. I HAVE TRIED ALL THE ABOVE & I CAN'T REGISTER MYSELF FOR THE CLUB

A. Please contact club registrar on admin@sunnybankrugby.com.au, to arrange a time to come in so we can support you through this process.

Q. I AM HAVING SOME FINANCIAL HARDSHIP, BUT I WANT TO REGISTER & PLAY RUGBY

A. We understand that financial hardship affects anyone, and we want to have the opportunity for you to play at Sunnybank. Please contact your team official to discuss these options further.