Registrant Guide

DRIBL

Tips before you start

- Ensure that you know what area or club you wish to play in.
- Have your credentials (email/password) for Dribl or be ready with your Name, email, mobile number to sign up and create an account of you do not have one already.
- Please note that this guide covers the core steps a
 registrant goes through for a registration. Dribl supports
 merchandise linking, program linking, team nomination and
 team linking. These steps are seamlessly introduced in the
 process should they have been activated by the club for
 specific products they offer.

- To expedite the registration as quick as possible ensure that you have:
 - A digital photo (passport format) for each registrant you wish to register
 - All details of the registrant (name, dob, FFA Number (if they have one), Country/Place of Birth, Address, Emergency Contact Details)
 - Active Kids Voucher (if registrant is a child/youth participant)
 - Credit card to make payment

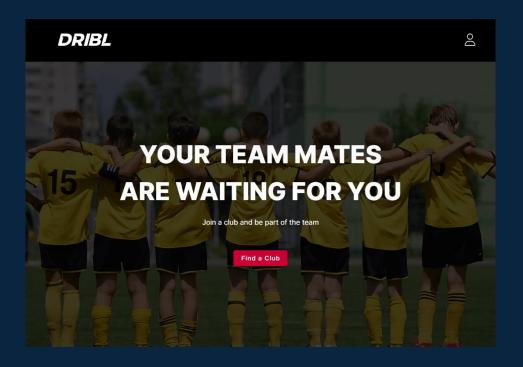


Dribl Participant Registrations Standard Process

General Overview

Step 1 – Access the Registration Portal

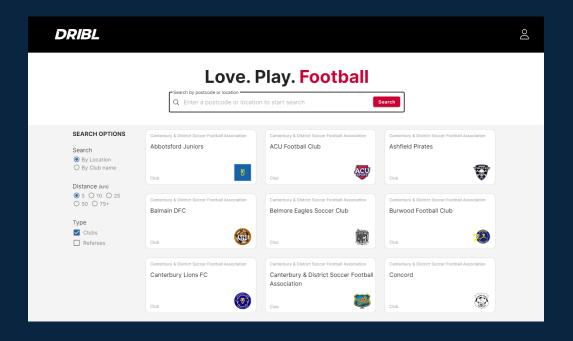
Login register, go to https://registration.dribl.com/ and Press Find a Club.





Step 2 – Find your Club

To find the club you wish to register for, utilise the search options in combination with the **Search** field.

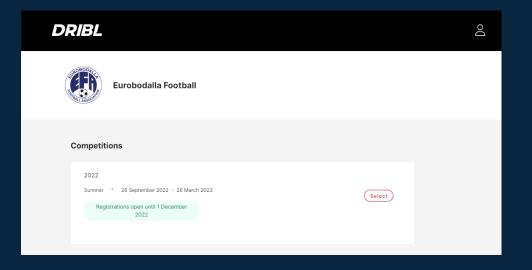




Step 3 – Select from Available Seasons

You will be presented with the open seasons that have products available for selection.

Select the season you wish to register to participate in for the club





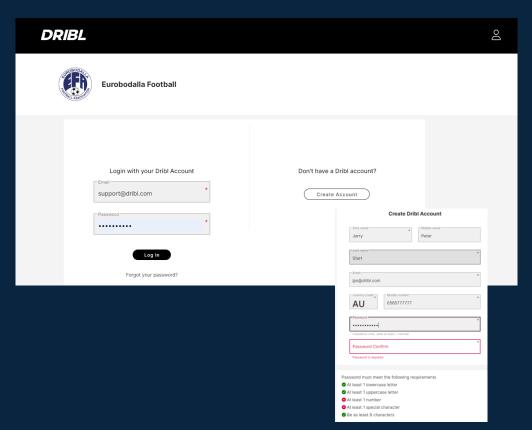
Step 4 – Login or Create Account

You will be prompted to provide your Dribl login details to continue the registration.

If you already have a Dribl account, simply use your email address and password to login.

If you do not have a Dribl account simply select Create Account and you will prompted to provide details to create a login.

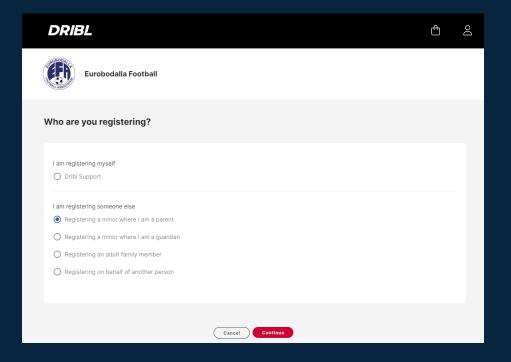
A new account will require activation. This is done via a one time code that is sent to your email address to verify that email account is yours.





Step 5 – Indicate who you are registering

Simply select the context of the person you are registering and press **Continue**.





Step 6 – Select Member Profile

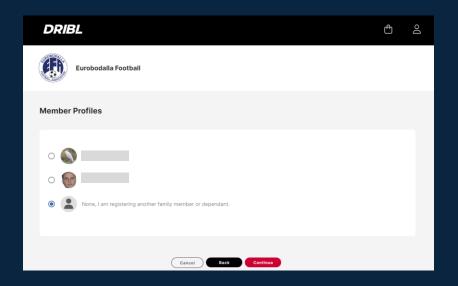
At this point, you will be presented with a list of members you have previously registered under the your login.

You can select one of the available members if they are the person you wish to register.

Selecting an existing member will assist in prepopulating most of the required information relating to the registrant.

If it is someone new, you will select None, I am registering another family member or dependant.

Selecting this option will require you to populate all relevant information relating to the registrant.





Step 7 – Preview or Populate Registrant Details

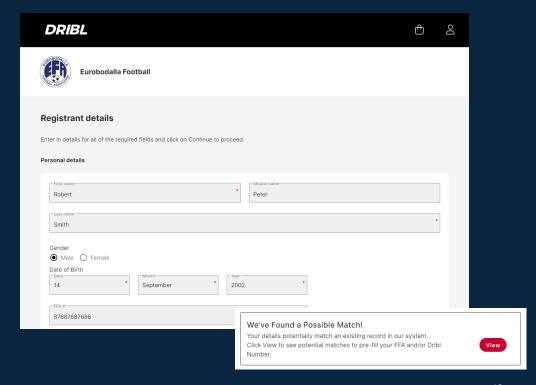
Proceed to review / enter the registrant information as required.

The system will indicate the mandatory fields that are required to proceed

Note that the system will perform auto matching checks on the registrant once first name, last name, Gender and DOB are entered.

If a match is found, you will be able to view and select the applicable match that will auto populate the FFA Number and Dribl number for the registrant.

Once all information is entered, Press Continue



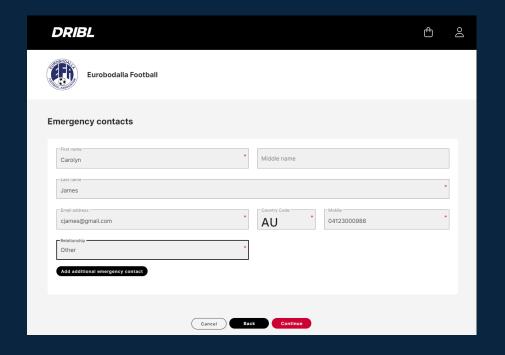


Step 8 – Review or Enter Emergency Contacts

Proceed to review / enter emergency contacts as required.

The system will indicate the mandatory fields that are required to proceed

Once all information is enetred, Press Continue

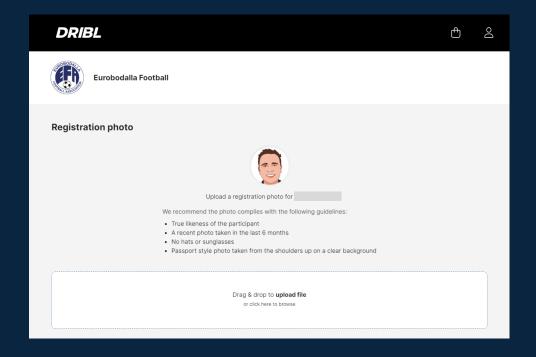




Step 9 – Upload Registration Photo

You will be required to upload a suitable passport like photo to act as your registration photo.

Once uploaded, Press Continue

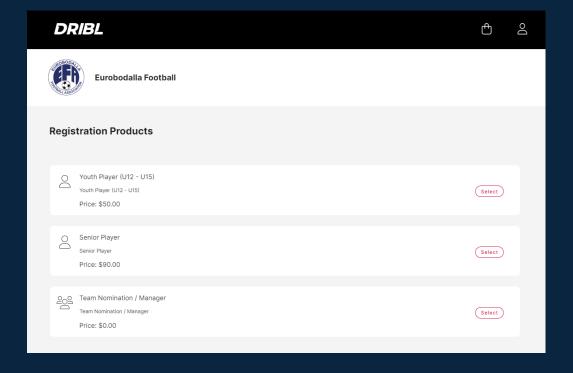




Step 10 - Select Product

You will be presented with a list of available products from the clubs.

Select the most suitable product for the registrant





Step 11 – Registration Summary

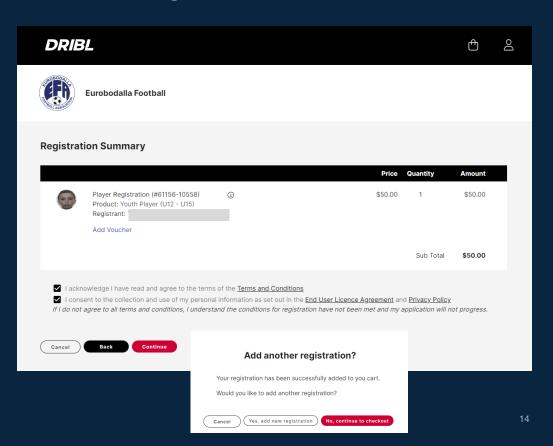
You will be presented with a summary of the registration.

You will be able to **Add Voucher** for the registration at this point. We support Government (Active Kids) and Club Vouchers (should the club provide one)

You must also review all policies, terms and conditions. You must accept them to be able to proceed.

When the above has been done, Press Continue

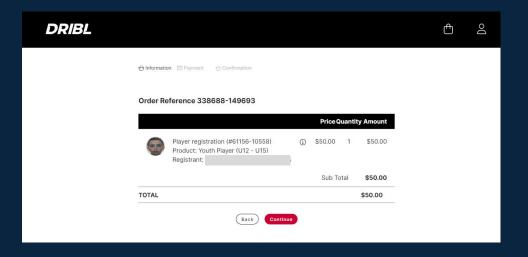
You will be prompted whether you want to **add new** registration (repeat steps 3-11) to your order or continue to checkout. Select the applicable option.



Step 12 – Checkout Review

You will be presented with a checkout summary of all registrations part of your order.

Review and press **Continue**.

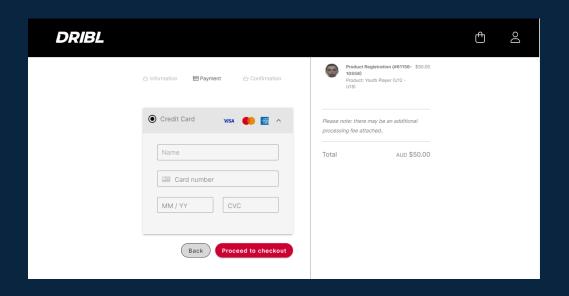




Step 13 – Checkout Payment Details

You will be presented with options to make payment. Depending on your club, you will be able to pay by credit card, external payment (bank transfer) or pay later.

Fill out the correct payment details and press **Proceed to checkout**.



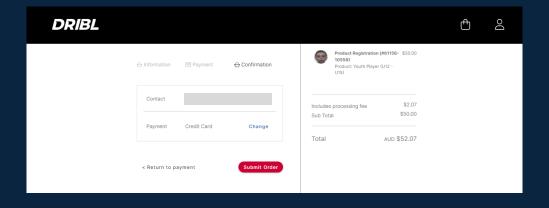


Step 14 – Checkout Submit Order

You will be presented with the final checkout summary with option to Submit Order.

Perform a final review and press Submit Order.

You will be redirected to the registration main portal page with a message your order has been successfully submitted.





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