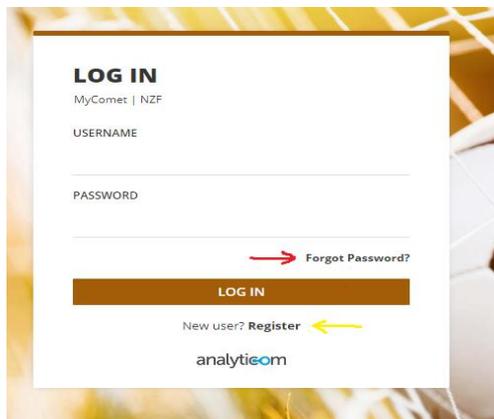


How To Register To Play Football At Manurewa AFC

03.21

Every player needs to be signed up to MyComet in order to register, with their own Login. MyComet is a new system from New Zealand football and is the only way to register to play football.

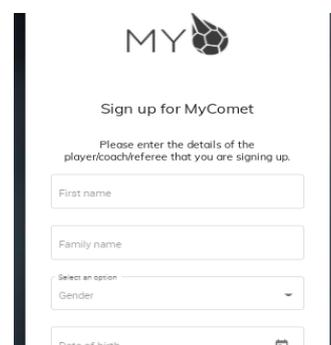
[Registration Page](https://mycomet-oceania.analyticom.de) - copy & paste the link below to a new web page
<https://mycomet-oceania.analyticom.de>



If you have played football for any club previously, you should have a username and password for MyComet to Login. If you have forgotten your username or password, select “Forgot password” shown here by the red arrow and follow the instructions to reset your Login

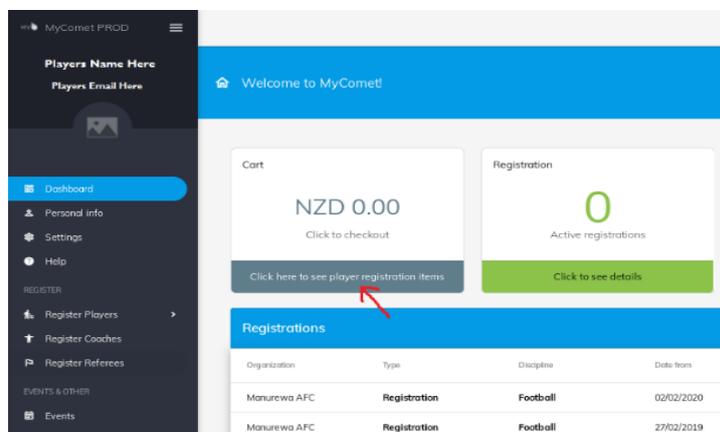
DO NOT SET UP A NEW USER LOGIN IF YOU HAVE PREVIOUSLY PLAYED FOOTBALL
You need to use your existing one in the system

If you are new to football and have not played for a club before.... Click “Register” shown above by the yellow arrow, to bring up this page and follow the instructions to get a username and password to then login and register



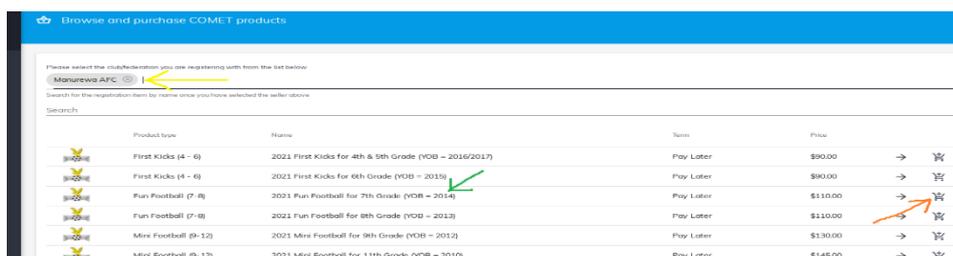
Using MyComet

1. Once you have logged in to MyComet with the players log-in, you should see your child's name and email info above the “Dashboard”
2. Click on the grey box (shown by the red arrow) to see a list of Products that can be purchased.



3. Please check the Year Of Birth (YOB) is correct (shown by the green arrow) for your child and click the Trolley (orange arrow), for their age. You may need to type “Manurewa AFC” under the “Select a club” (yellow arrow)

Check the bottom of the page for any pop up error messages that may stop you for proceeding



PLEASE NOTE:

We cannot guarantee that you will be able to play in another grade that is different from your age group should you wish to do so for whatever reason. Fees are payable for the grade that you are playing in. If you register for the 13th grade and you end up playing in the 14th grade, then you will pay 14th grade fees. Please email the club committee in regards to any changes.

4. Answer the questions required in the survey box by click on the black select triangles (shown by yellow arrow) to select your answers.

5. If you have played before, enter your MAFC team name or Previous Club name.

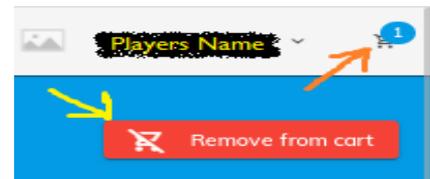
If new to football, enter NA



6. Check what your Cart contains by scrolling down the Question page and checking the “Seller” and “Name” of item selected are correct



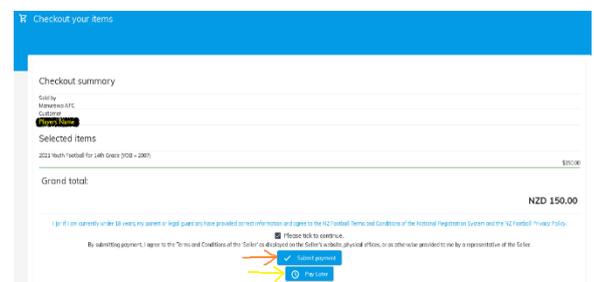
7. Once all the questions are answered, the black “Add to Cart” box will be red and say “Remove from cart” (yellow arrow), and 1 item should be indicated by a Blue circled “1” (orange arrow) Now click on the cart to go to “Checkout Summary”



8. Check the details and click the tick “Please Tick To Continue” box (yellow arrow)



9. You can now select either “Pay Later” (yellow arrow) Or the “Submit Payment” to make an online payment, at the bottom of the page.



10. You should see “Completed” when you have finished

COMPLETED!

Payment via bank account

If you have elected the “Pay Later” option, you must pay the fee to our bank account Manurewa AFC - Westpac 03-0355-0455629-000 directly.

Please make sure that you use the “Players name”, “Date of birth” and “MyComet ID number” as the payee details and reference.

There is no difference to the cost if you pay online or pay via the bank account.

What happens if I don't pay?

If payment cannot be made in full, please contact your club committee directly to make arrangements. Arrangements **cannot** be made with Coaches / Managers.

Payment arrangements are only made in exceptional circumstances.

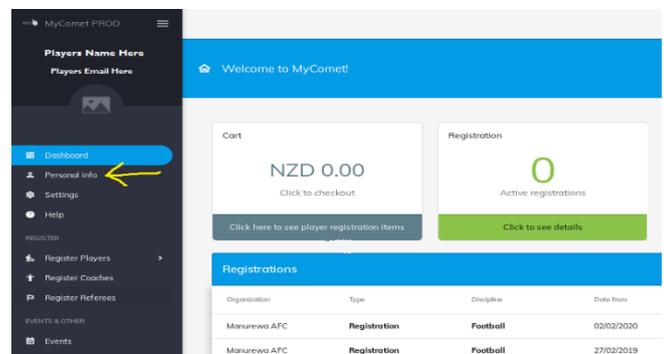
If the fee is still unpaid by the start of the season, your child can not play and will be sidelined until fees are paid.

NOTE..... REGISTRATION IS NOT COMPLETE UNTIL FEES HAVE BEEN PAID IN FULL

Update your Details

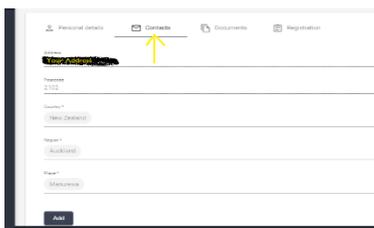
Once you have completed your registration please click on “Personal Info” (yellow arrow) and check that we have your correct contact details.

If these are not correct, we will not be able to contact you with team and club information.

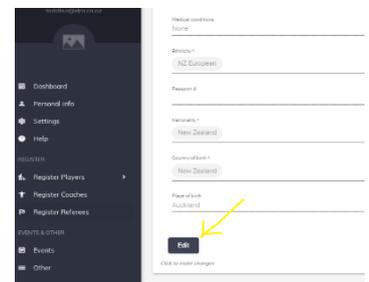


Edit your details

Scroll to the bottom of the page and click on “Edit” button to complete any missing information and click the communication boxes



Be sure to click on the “Contacts” tab (yellow arrow) to add all parents / guardians emails & mobile numbers



Confirmation Email from MyComet

You should receive an email from COMET NZF, if you did not, check your “spam / Junk” folder

If it is not there, then log back in to the account and complete the registration process

[COMET NZF] - New item purchase (Pay Later option)

comet@oceaniafootball.com
To: Your Email Here

Quick reply Reply all Forward Spam Blacklist

This is notification about new item purchase

Seller: FC Manurewa AFC (COMET ID: 45043).

Customer: Players Name, COMET ID: 202105429

Purchased Items:

- 2021 Youth Football for 14th Grade (YOB = 2007) (Registration fees for all players with a birth year of 2007, participating in Winter Season football for 2021)

Total: NZD 150

Invoice number: 202105429

Invoice status: **NOT PAID**

How do I register another child?

Make sure you log out of the first account by clicking black arrow beside the players name at the top right corner, and a box will appear below, click on Logout. Repeat the registration process from the start for the other child with their own log in

