



How to get online as a Club Official...

Club Secretaries, Chairmen's and Treasurers can access the following information through their County website.

- **View your Club Information Online**
- **Keep up to date with your latest Club discipline**
- **Check which players you have registered (County Registered only)**
- **Manage your Club members**
- **Football Directory – tool Find a Referee**
- **Keep up to date with your County FA financial records for your Club**

In order to access the secure area to view all the County held information for your league you will need to firstly request access to Member's services. If you require any assistance email GetOnline@TheFA.com

Step 1: Locate your FAN (NPD), Club ID and your latest Club Affiliation No. These are displayed on your receipt which you will have received from your Parent County FA once you have been affiliated for the latest season.

- FAN = Sec ID
- Club ID = ID
- Affiliation Number = Club Affiliation Fee

RECEIPT							
Club Secretary's Name Club Secretary's Address				Receipt No: 1 Date: 29/05/2008 ID: XXXXXXX Sec ID: XXXXXXX			
Date	Description	Quantity	Unit Price	Allocated	VAT	Total	
Affiliation							
29/05/2008	Senior Club Affiliation Fee XXXXXXX	1	0.00	0.00	£0.00	£0.00	

Step 2: Open Internet Explorer and enter your chosen counties website address into the web address bar. (Example below will be using www.gloucestershirefa.com).

Step 3: Click on the 'Member's' section of the website.





Step 3: Click on the 'Request Access' menu item in the left hand menu.

Home » Members
Member Login
Forgotten Details?
Request Access

Step 4: Click on the 'Club Official' menu item in the left hand menu.

Member Login
Request Access
Club Official
League Official
Referee
Coach

Step 5: Enter your FAN (NPD), Club ID and Affiliation Number into the spaces provided and click **Submit**.

F A N	<input type="text" value="XXXXXXXXXX"/>	(NPD)
Club ID	<input type="text" value="XXXXXXX"/>	
Affiliation Number	<input type="text" value="XXXXXXXXX"/>	
	<input type="button" value="Submit"/>	

Step 6: Enter your email address in the space provided and click **Confirm**.

NPD/FAN	<input type="text" value="XXXXXXXXXX"/>	
First Name	<input type="text" value="Craig"/>	
Last Name	<input type="text" value="Gravelly"/>	
Club Name	<input type="text" value="Stratford & Cheltenham FC"/>	
Role(s)	<input type="text" value="FC Administrator/Referee"/>	
Email Address	<input type="text" value="Enter Email Address here"/>	<input type="button" value="Confirm"/>

Step 7: Your login details will now have been emailed to the specified email address. This will contain your FAN and password which you will need to login.

	Gloucestershire County FA DEVELOPING FOOTBALL FOR EVERYONE
Members' Services Request Access Confirmation	
Dear 'Your Name',	
Thank you for using our Request Access Services.	
You can now use your new FAN Number and password below to gain access to Members' Services. Go to http://www.gloucestershirefa.com/MembersServices now to see what you can do.	
Your FAN Number : XXXXXXXX	
Your password : XXXXXXXX	



Once you have requested access and received the email containing your unique login details you can now logon on to the online Club services available through your local County Website.

Step 1: Click on the 'Member Login' menu item.

MEMBERS' SERVICES
online services for affiliated members

Home > Members

Member Login Welcome to Members' Services.

Request Access

Read Aloud

A range of online services are now available to members of this Association. Using the FA's FAN technology, these services enable you to have access to information 24 hours a day, 7 days a week.

All services require you to log in with a FAN number and password, when you have logged in you will be given access to information based on your roles in football. If you do not have the information you require to login, please go to Request Access.

RELATED LINKS

- Contact Gloucestershire FA
- Request Access

Step 2: Enter your FAN and Password into the spaces provided and click [Submit](#).

Member Login Please login to access Members' Services

Forgotten Details?

Request Access

Read Aloud

This section of our site is still under construction, but we have released an initial selection of on-line services for members of this association.

If you are an official of an affiliated league or club, or a registered referee, you can verify your personal details using Request Access and we will send you an email explaining how you can login.

F A N 1552178

Password:

Submit

Step 3: Click on the 'My Football' menu item.

My Profile

My Football

Football Pages

Feedback

LOG OUT

Step 4: Click on the Club menu item which you wish to access.

My Profile

My Football

HSBC Bank
(Sheff.SAT)

Football Pages

Feedback

RESPECT

LOG OUT

Please use the Feedback tool within Members Services to tell us what other services you would like to be available.

