## Online Payments – Onboarding

Clubs looking to accept online payments will need to onboard, the onboarding process comes in two phases.

### **Phase 1:**

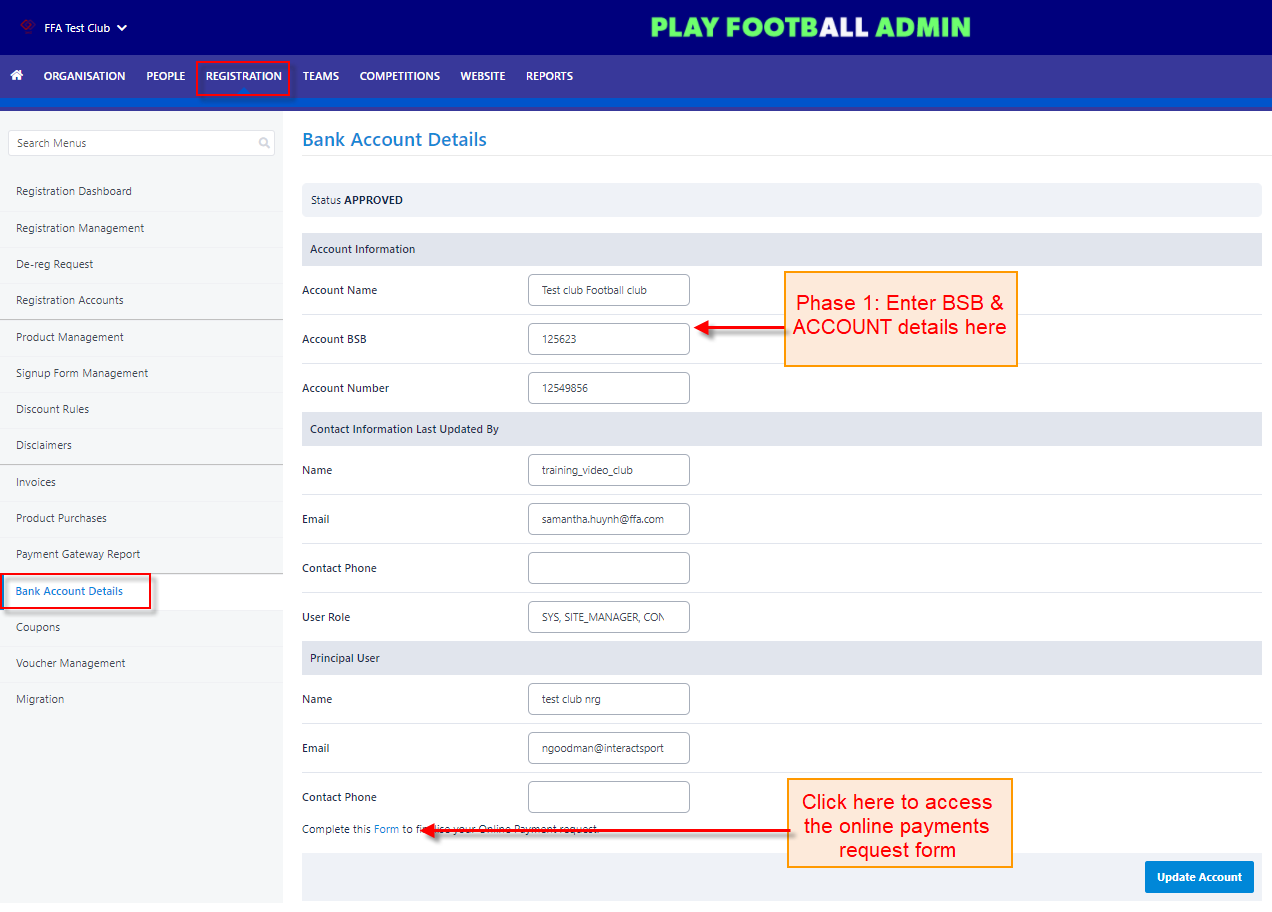
1. Select Registration, then select ‘Bank Account Details’
2. Enter in the Clubs BSB and Account number
3. Select Update

*Details listed on PlayFootball are used for verification purposes only and does not mean you are setup to accept online payments, please complete phase 2.*

### **Phase 2:**

1. Select ‘Form’ (hyperlink located at the bottom of the Bank Account Details page)
2. Complete the Online Payment Request Form
3. Click ‘Submit Form’

[!] Your request is now PENDING; clubs will not be able to accept online payments until a confirmation email has been received

[Click here](https://admin.playfootball.com.au/common/pages/admin/rv/GatewayAccountEdit.aspx) for PlayFootball Admin login page