

NDWHA HNSW PROOF OF REGISTRATION – REGISTRATION DAY 2016

From the STG (IMG) System Clubs are able to Export their payment subscription to an excel file. This will provide NDWHA with a listing of all your HNSW Registrations for the 2016 Winter Competition.

From the Member Desq select the **“Financial”** tab and then the **“Shared Subscriptions”** Tab

The screenshot shows the NE SPORT TECHNOLOGY MemberDesq interface. The left navigation menu has the 'Financial' tab selected, and the 'Shared Subscriptions' sub-tab is highlighted with a red circle. The main content area displays a 'Subscription Type Listing' with a search bar and a list of subscription types.

Name
Hockey NSW 2016 Registration - Junior Player - Under 11
Hockey NSW 2016 Registration - Junior Player - Under 18
Hockey NSW 2016 Registration - Junior Player - Under 7
Hockey NSW 2016 Registration - Non-Playing Officials
Hockey NSW 2016 Registration - Senior Player - Over 18
Hockey NSW Summer/Indoor Registration - Junior Player - Under 18
Hockey NSW Summer/Indoor Registration - Junior Player - Under 9
Hockey NSW Summer/Indoor Registration - Senior Player - Over 18
Dual Registration - Over 18
Dual Registration - Under 11
Dual Registration - Under 18
Dual Registration - Under 7
Dual Registration Test
Junior Player - Under 9 (Registration Error)
Non Playing Official Already Registered
Senior Player - Over 18 (REGISTRATION ERROR)

This will take you to your Shared Subscription Listing

Shared Subscription Listing

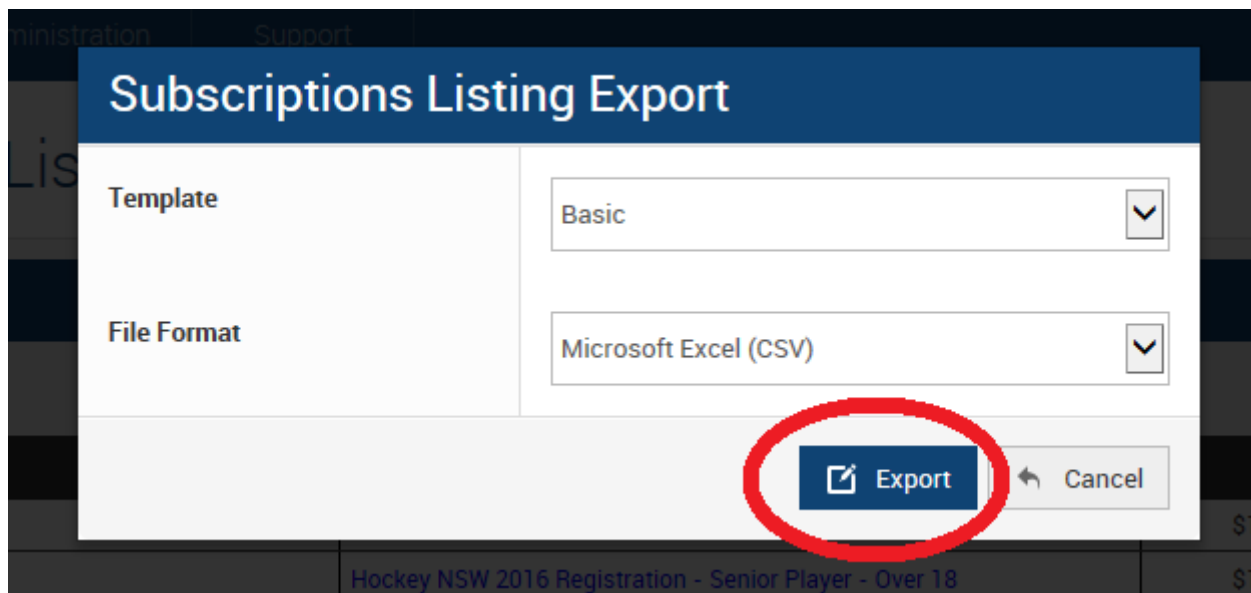
Generation Date	Member	Description	Total	Effective Date	End Date	Status	Actions
01-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Senior Player - Over 18	\$120.06	01-Feb-2016	31-Mar-2017	Paid	Actions
01-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Senior Player - Over 18	\$120.06	01-Feb-2016	31-Mar-2017	Paid	Actions
01-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Junior Player - Under 11	\$41.76	01-Feb-2016	31-Mar-2017	Paid	Actions
01-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Senior Player - Over 18	\$120.06	01-Feb-2016	31-Mar-2017	Paid	Actions
01-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Junior Player - Under 18	\$70.99	01-Feb-2016	31-Mar-2017	Paid	Actions
01-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Senior Player - Over 18	\$120.06	01-Feb-2016	31-Mar-2017	Paid	Actions
01-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Senior Player - Over 18	\$120.06	01-Feb-2016	31-Mar-2017	Paid	Actions
02-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Junior Player - Under 7	\$23.49	02-Feb-2016	31-Mar-2017	Paid	Actions
02-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Junior Player - Under 7	\$23.49	02-Feb-2016	31-Mar-2017	Paid	Actions
02-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Senior Player - Over 18	\$120.06	02-Feb-2016	31-Mar-2017	Paid	Actions
02-Feb-2016	[REDACTED]	Hockey NSW 2016 Registration - Senior Player - Over 18	\$120.06	02-Feb-2016	31-Mar-2017	Paid	Actions

In the top right hand corner select the “actions” drop down menu and select “Export”

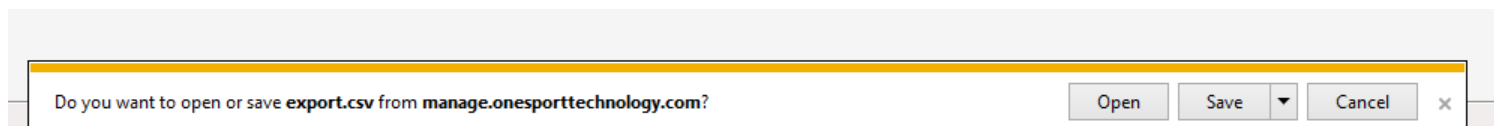
Shared Subscription Listing



This will take you to the follow screen:



Click Export!



Save your excel file to your computer!

This will provide you with a complete excel listing of all registrations completed through your Clubs database for registration day.

If you have players in your Club who are registered primarily with another association you will need to provide a separate manual listing of these players with their HNSW receipt numbers.