



Registration at Abbotsford Juniors Football Club

This document outlines the steps that a prospective member (participant) of Abbotsford Juniors Football Club (AJFC) must take to register with the Club. This includes players, coaches, managers, game leaders and volunteers. All members whether they are registering for the first time or an existing member returning to Abbotsford Juniors Football Club must follow the registration process outlined below.

Important Notes: The PlayFootball Registration system to be used from 2026

- Registration for the 2026 Winter Season with Abbotsford Juniors Football Club (and all other Clubs in the Football Canterbury Association) has changed. All participant (player, coach, manager, game leader and volunteer) registrations will be completed in the national [PlayFootball](#) online registration system managed by Football Australia and Football NSW.
- Dribl will still be used by AJFC and the Football Canterbury Association for competition management (match schedules and details, game management, results, and competition ladders), however registration in Dribl will NOT be possible during the upcoming season.
- There are several key differences in process steps and system behaviour with the move to the PlayFootball registration system.
 - **Participants will require a PlayFootball account to register.** AJFC members who have registered with the Club over the past 5 years may not have a current PlayFootball account. Members who have played for the Club longer than this period may have an old account that can be reactivated.
 - **AJFC members who registered with the Club last year will have a PlayFootball participant record.** Every participant in registered football will have an existing participant record in PlayFootball even if their registration last year was processed in Dribl or another registration system. With the transition to Play Football, there is a process to link to/claim participant records to a PlayFootball account so that personal information and playing history is retained.
 - **Coaches, managers and volunteers working with children 18 years or under must provide a screenshot of their Working with Children Check information at registration.** This can be done by visiting the Service NSW application on your phone or the Service NSW website and taking a screenshot of your valid Working with Children Check information, saving it as an image and uploading it as a document in the system as the appropriate prompt. Registrations will not be able to be progressed without this document.
- Participants registering in PlayFootball will need to nominate an identity document during the registration process that will be produced upon the request by AJFC
- Participants (returning and new) registering in PlayFootball will need to upload a new passport style photo during the registration process

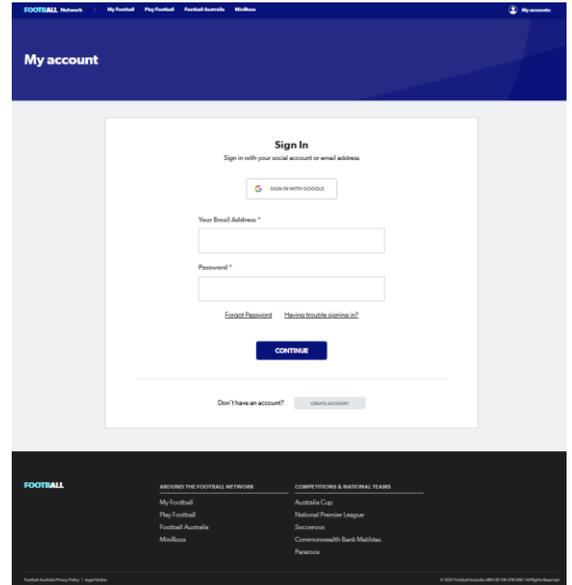


Gaining access to PlayFootball Registration

The PlayFootball registration system can be accessed by visiting the [PlayFootball](#) website. A PlayFootball account (username and password) is required to complete a participant registration in the system with a single account able to complete multiple registrations for a person (e.g. player and coach) and for multiple family members (e.g. mother, son and daughter). In most cases, existing AJFC members will not have a current PlayFootball account.

Account creation can be performed by accessing the My Account login page by clicking the **My Account** link at top right hand side of a PlayFootball page. Scroll to the bottom and select the **Create Account** button and complete the process steps to setup a new account.

AJFC members who believe they may have a PlayFootball account can attempt to retrieve it using the forgotten password process detailed at: [PlayFootball – How to reset my password](#).



Player, Coach, Manager and Volunteer Registration with PlayFootball

The move to the PlayFootball registration system for 2026 means that prospective members of Abbotsford Juniors Football Club are presented with different scenarios to complete a registration based upon their account and participant status within PlayFootball.

The following table outlines the possible scenarios and actions required by the participant or their parent, guardian or carer when seeking to complete a registration with AJFC. Each PlayFootball action maps to a specific section of the document that provides information about the process involved including a link to PlayFootball Help guide(s) on how to complete the action.

PlayFootball Account Status	Participant Status	Registration Type	PlayFootball Actions
NO ACCOUNT	New to Football	Self-registration	Create a PlayFootball Account Register as a new participant
NO ACCOUNT	New to Football	Registering a child or other family member	Create a PlayFootball Account Register as a new participant
NO ACCOUNT	Returning from a previous season	Self-registration	Create a PlayFootball Account Claim your participant record Register as a participant
NO ACCOUNT	Returning from a previous season	Registering a child or other family member	Create a PlayFootball Account Invite/Link a family member to your account Register someone else as a participant
EXISTING ACCOUNT	New to Football	Self-registration	Register as a new participant
EXISTING ACCOUNT	New to Football	Registering a child or other family member	Register as a new participant
EXISTING ACCOUNT	Returning from a previous season; not in Account	Self-registration	Claim your participant record Register as a participant
EXISTING ACCOUNT	Returning from a previous season; not in Account	Registering a child or other family member	Invite/Link a family member to your account Register someone else as a participant
EXISTING ACCOUNT	Participant in Account from a previous season	Self-registration	Register as a participant
EXISTING ACCOUNT	Participant in Account from a previous season	Registering a child or other family member	Register someone else as a participant



A. Create a Play Football Account

The PlayFootball registration system can be accessed by visiting the [PlayFootball](#) website. A PlayFootball account (username and password) is required to complete a participant registration. A single account can complete and manage multiple registrations for a person (e.g. player and coach) and for multiple family members (e.g. mother, son and daughter).

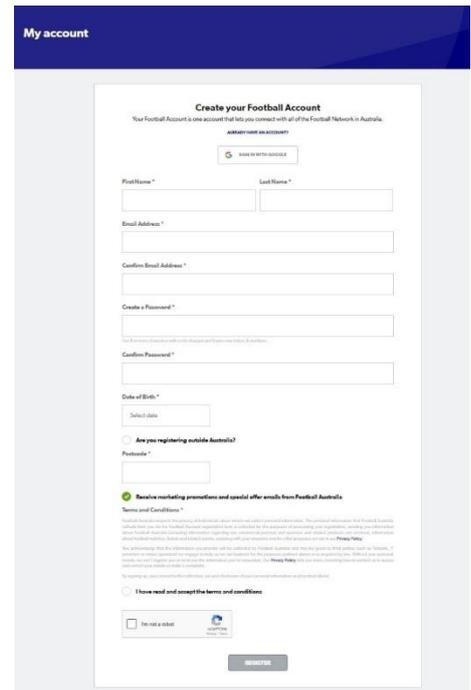
In most cases, existing AJFC members will not have a current PlayFootball account as their registrations have been completed via Dribl for the past 5 years.

Account creation can be performed by accessing the My Account login page by clicking the **My Account** link at top right-hand side of a PlayFootball page. Scroll to the bottom and select the **Create Account** button and enter the required fields to setup a new account.

An email will be sent by PlayFootball with a verification link to confirm the email address entered and to complete the account setup.

For additional information on how to create a PlayFootball Account or claim an existing account please see:

- [PlayFootball – How to create an Account](#)
- [PlayFootball – How to reset my Password](#)



B. How to claim a participant record

The PlayFootball system setup has **accounts** and **participant records**.

A **PlayFootball account** allows a user to access the PlayFootball registration system and to manage one or more participants.

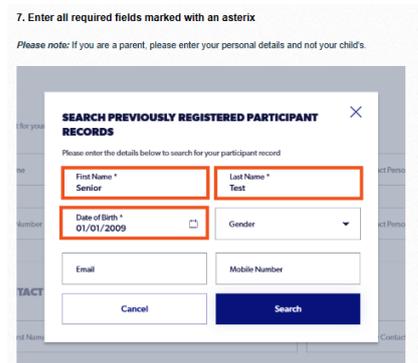
A **PlayFootball participant record** is the record of a person who has registered to play, coach, manage or volunteer for a Club and must be linked to a **PlayFootball account** to complete a participant registration. A single account can complete and manage multiple registrations for a participant (e.g. player and coach) and for multiple participants (e.g. family members such as mother, son and daughter).

A **PlayFootball participant record** will exist for every AJFC player, coach and manager who registered with the Club last year in Dribl. However, in most cases, this participant record will not be automatically linked to a **PlayFootball account**. To address this, PlayFootball has created a claims process for accounts to participant records.

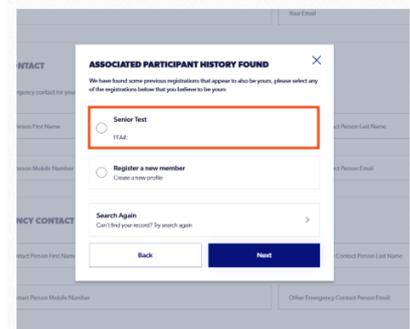
For information on how to claim/link an existing participant record please see:

- [PlayFootball – How to claim a participant record](#)

Important Note: During the process of claiming a participant record, an email will be sent by PlayFootball with a verification link to the email address that the participant was last registered with. This is to confirm that you are permitted to access and link this person's participant record. You must therefore have access to this email address. If you do not have access to the email address, the Club recommends proceeding with registration as though the person is registering for the first time with a new email address.



8. Participant records found will now appear



C. How to invite/link a family member's participant record

By default, a PlayFootball account will often have access to and be able to register and manager the account owner's participant record. A single PlayFootball account can also complete and manage multiple registrations for a participant (e.g. player and coach) and for multiple participants (e.g. family members such as mother, son and daughter). Separate accounts are not required.

A PlayFootball account owner can invite/request that a specified family member's participant record (identified by first name, last name, date of birth and email address) be linked to their account for registration and management purposes.

For information on how to search for, find and invite a family member to link to your PlayFootball account please see:

- [PlayFootball – How to invite a family member](#)

Important Note: During the process of inviting a family member to link to your account, an email will be sent by PlayFootball with a verification link to the email address that the family member concerned was last registered with. This is to confirm that you are permitted to access and link this person's participant record. You must therefore have access to this email address. If you do not have access to the email address, the Club recommends proceeding with registration as though the person is registering for the first time with a new email address.

D. How to register as a participant (player, coach, manager and volunteer)

Registration in PlayFootball starts with identifying whether you are a returning participant or new to football. AJFC members who are returning to the Club from 2025 should register as a returning participant having previously completed the PlayFootball account creation and linked their participant record (where required) as part of the previous registration steps.

PlayFootball account holders can also register any person whose participant record is linked to their account. Parents, carers and guardians who wish to register a child or other family member should use this option for registration by selecting a nominated person from the list of linked participants shown during the registration process.

E. How to register someone new to football as a (player, coach, manager and volunteer)

Registering a person who is new to football in PlayFootball follows a slightly different process from that of an existing participant. Parents, carers and guardians registering a child or other family member that has never played football for the first time should use this process.

For information on how to register someone as a new to football participant in PlayFootball please see:

- [PlayFootball – Registering a person who is new to football](#)
- [PlayFootball – how to register as a coach, manager and/or volunteer](#)

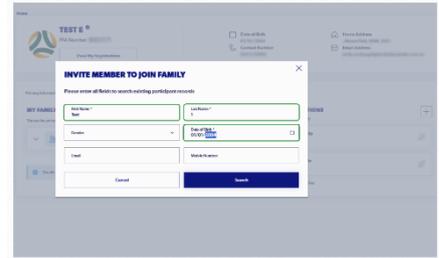
F. How to find and register an existing player, coach or manager during registration

PlayFootball offers a process whereby a PlayFootball account holder can find an existing player, coach or manager participant record and complete a registration for this person. This process is not recommended as it interrupts the registration process to create and link the participant record, requiring the account holder to return to the registration process after email verification is completed. The process is provided for completeness and for the benefit of those who attempt registration without completing prior invites and linking of family member's participant records.

For information on how to find and claim a person's existing participant record during registration in PlayFootball please see:

- [PlayFootball – How to claim an existing participant record during registration](#)
- [PlayFootball – How to claim a person's playing history during registration](#)

6. Enter only First Name, Last Name & DOB and select 'Search'



7. Select the correct participant record, then indicate the relationship between yourself and the participant





Important Note: During the process of claiming a participant record or player history, an email will be sent by PlayFootball with a verification link to the email address that the participant concerned was last registered with. This is to confirm that you are permitted to access and link this person's participant record. You must therefore have access to this email address. If you do not have access to the email address, you will not be able to proceed with the registration.

Additional Help with PlayFootball Registration

In addition to the registration actions detailed above, additional help and assistance in sourcing and updating important information in PlayFootball is available through the help guides listed below.

How do I find my FFA number or that of a family member?

- [PlayFootball - How to find my FFA number](#)
- [PlayFootball - How to find the FFA number of a family member](#)

How do I update my personal information?

- [PlayFootball - How to update personal details](#)
- [PlayFootball - How to change my name or date of birth](#)

How do I edit my ID photo for my participant record?

- [PlayFootball - How to edit your ID photo](#)

How do I add updated Working with Children Check (WWCC) information to my participant record or to that of a family member?

- [PlayFootball - How to add a WWCC to your participant record](#)
- [PlayFootball - How to view and/or upload a WWCC for a family member](#)

How do I request a Working with Children Check (WWCC) exemption as an adult team coach or manager?

- [PlayFootball - Requesting a Working with Children Exemption](#)

PlayFootball Support

Whilst AJFC administration staff are available to help with registration issues and questions, our PlayFootball access to administrative functions is limited to club administration and approval functions. AJFC is therefore unable to assist with PlayFootball registration system issues and issues that relate to finding an existing player accounts or participant records.

If you are having issues with the registration system, please contact PlayFootball Support as your first point for assistance:

Support Email: support@playfootball.com.au

Support Phone: 02 8880 7983

Support Hours:

Monday to Friday: 10am to 7pm

Saturday: 10am to 4pm