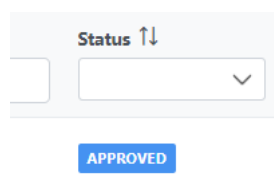


FAI Connect – PLAYER REGISTRATION LEVY

On the 29th September all players currently CONFIRMED with your club will be moved into an APPROVED status.



Status ↑↓

APPROVED

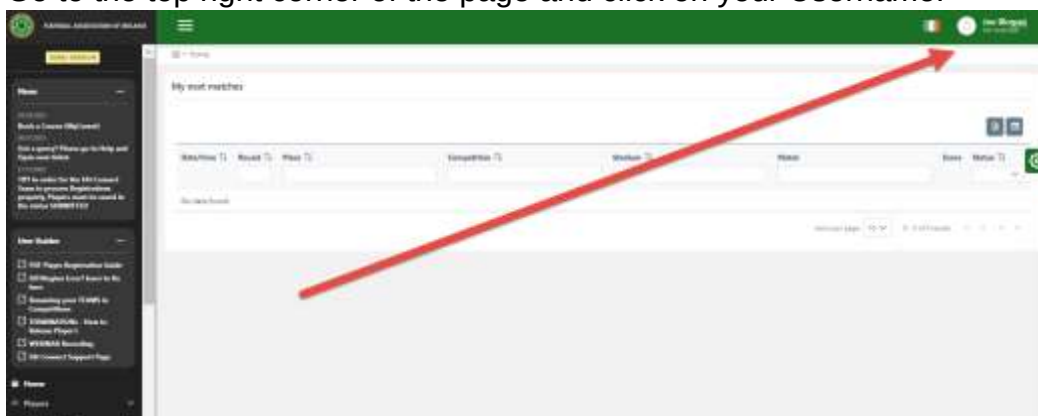
This means they are approved by the FAI Connect team, but must have their Player Registration Levy (€3/€4) PAID in order to be re-CONFIRMED and eligible for Competitions.

The Levy can be paid **Online via Card**

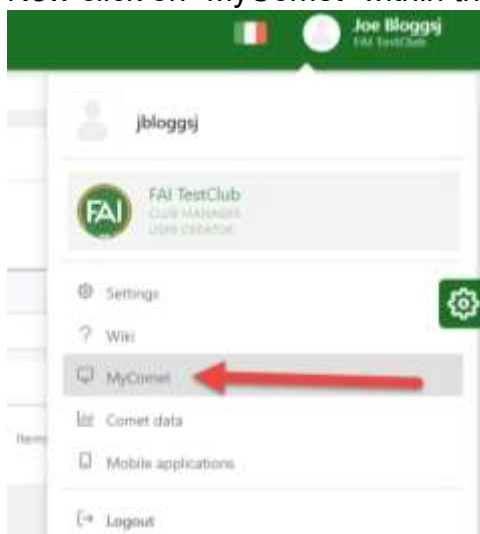
To pay the levy for player registration(s), please follow the steps below;

How to pay Online via Card.

1. Login to <https://faiconnect.ie>
2. Go to the top right corner of the page and click on your Username.



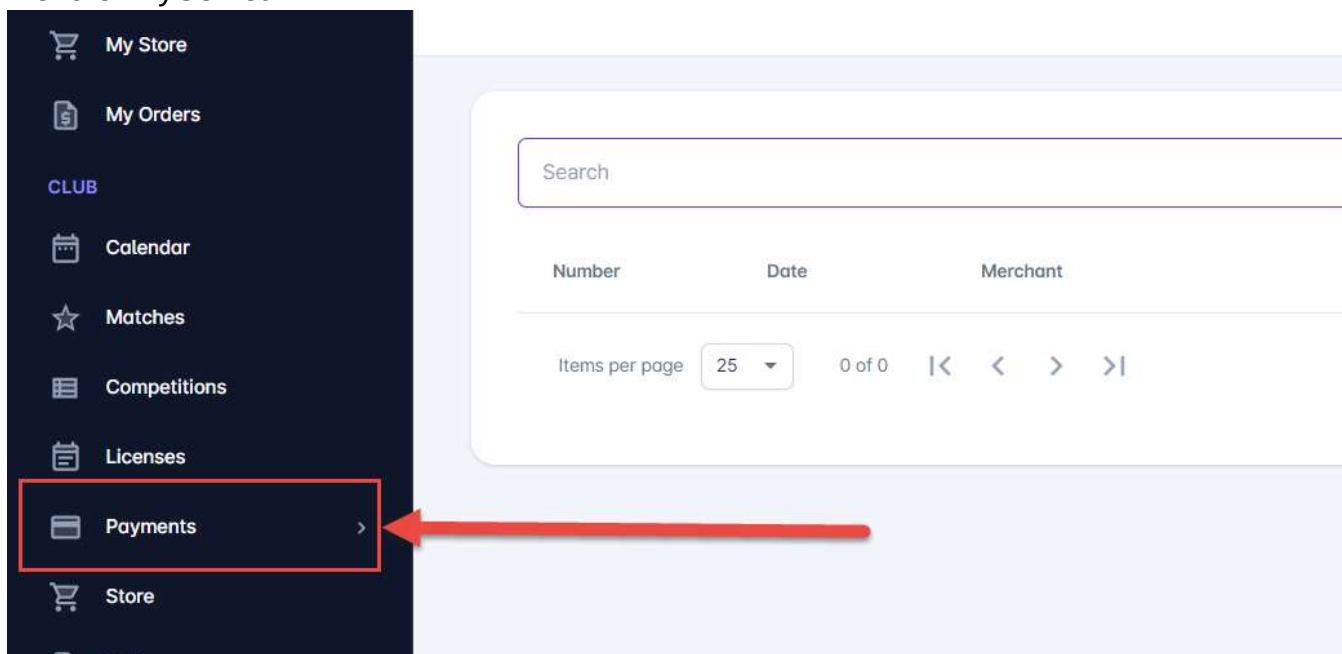
- Now click on “MyComet” within the menu that drops down.



- You will now be brought to MyComet (this is also where you can book your own Coach Education and apply for Garda Vetting).



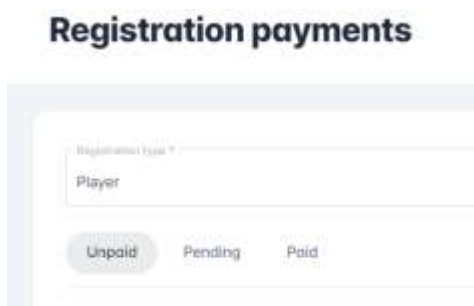
- To pay the Player Registration levy for player(s), click on “Payments” on the left side menu of MyComet.



- You will see some drop down options, click on “Registrations”.



- There should now be 3 Tabs for you to view in Registration Payments (UNPAID/PENDING/PAID).





8. All players in the status APPROVED will automatically be added to the UNPAID tab.

Unpaid Pending Paid

Select registration

COMET ID	Name	Date of birth	Registration date	Price	☐
	Seamus Coleman			3.00	☐
	Gavin Bazunu			3.00	☐
	Evan Ferguson			3.00	☐
	Nathan Collins			3.00	☐

9. To pay for a player or number of players, tick the boxes on the right side of the page

Add to cart

COMET ID	Name	Date of birth	Registration date	Price	☐
	Gavin Bazunu			3.00	☒
	Nathan Collins			3.00	☐

10. Then click “Add to cart”

Add to cart

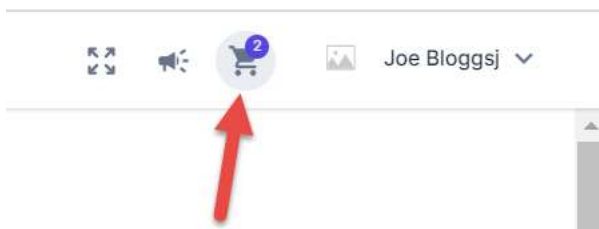
Price ☒ 2

3.00 ☒

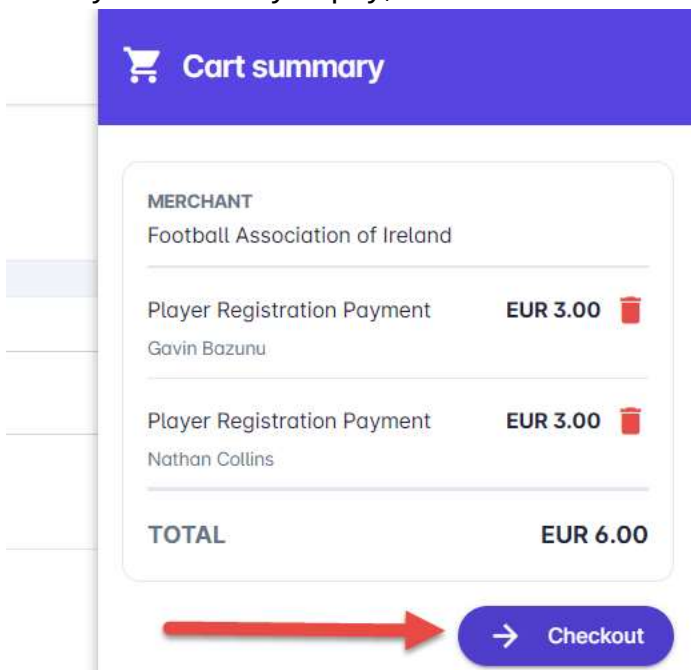
3.00 ☒



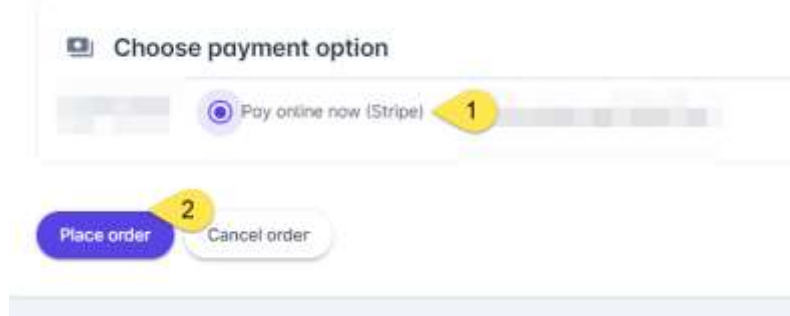
11. Your cart (located in the top right corner of the page) will now show the number of players you wish to Pay for.



12. Open the Cart and review which players you have selected, if there are players you do not wish to pay for, you can click on the red Thrash can to remove these from your cart. Once you are ready to pay, select Checkout.

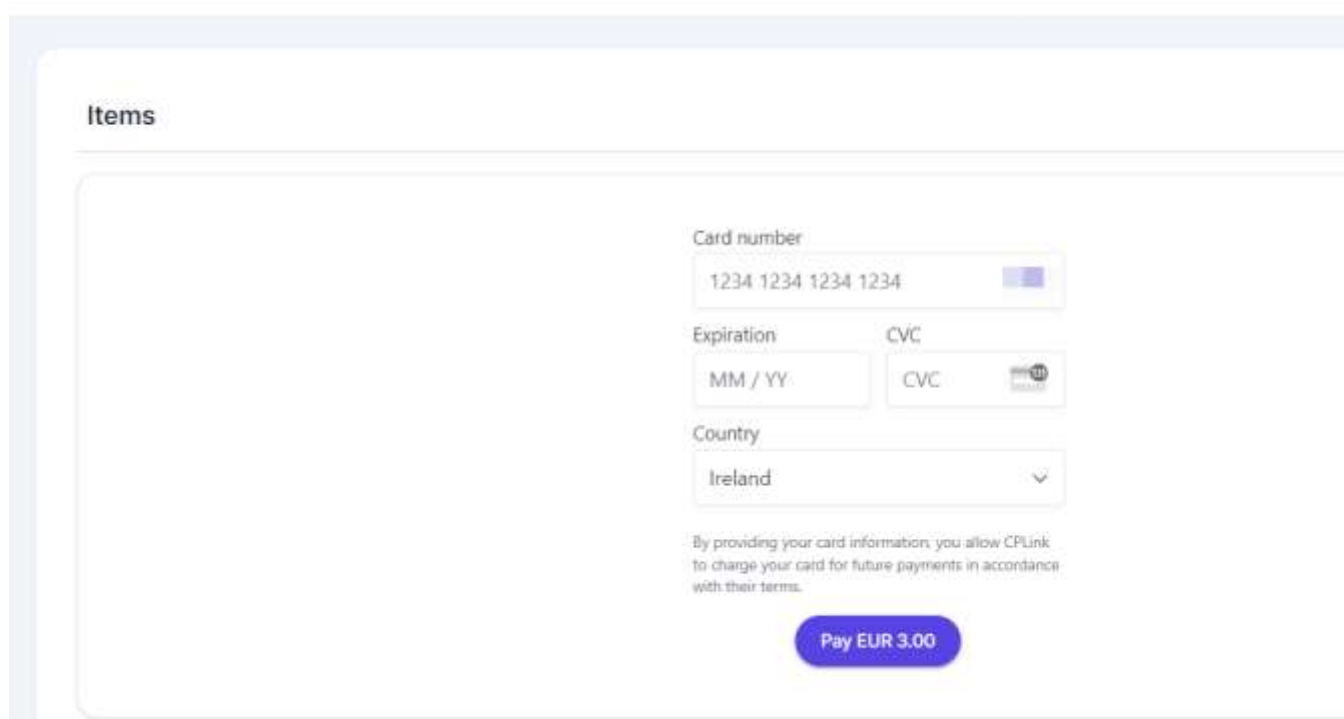


13. On the next page, you will have another opportunity to review the order. Go to the bottom of the page and then you should proceed to select “Pay online now (Stripe)” which is the quickest method and click Place Order.



14. Soon as you “Place order” you will be brought to the online payment gateway where you can proceed to safely input the Card details and click Pay (total amount) once ready.

Checkout



15. Once payment is successful, you can return to FAI Connect to see the player(s) who should now be CONFIRMED. The player is also immediately notified by email of their registration successfully CONFIRMED.