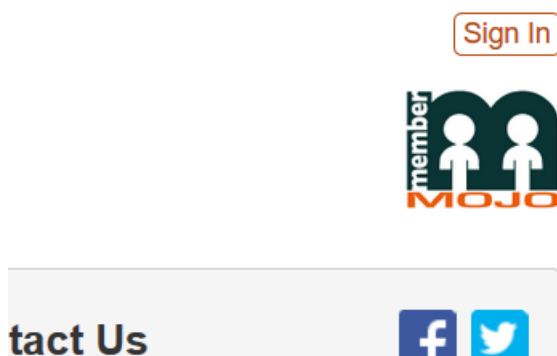


TIMPERLEY VILLA – ONLINE MEMBERSHIP GUIDANCE

EXISTING MEMBERS - RENEWAL

1. Go to <https://membermojo.co.uk/timperleyvillaafc>
2. To login you need to use the email address previously given to Timperley Villa. Where we hold two (e.g. mother + father) the first one listed on last season's membership form will have been used.
3. Click 'Sign-In' (top right).



4. Enter the email address and click 'sign in with email'.

Sign In to Timperley Villa YFC at membermojo

You do not need a password to Sign In.

Enter your membership email address so we can send some simple instructions.

email

[Sign In with password](#)

5. If you have given the registered email address you will receive an email with a link to log you in (this is normally almost immediate but in some cases can take up to about 15 minutes). If you do not receive the email after half an hour then repeat step 4 but using the other email address that you have previously given us.
6. Once logged in, go to Your Membership from the top bar and select Set Password so that you can log in directly in the future.

TIMPERLEY VILLA – ONLINE MEMBERSHIP GUIDANCE

Home Your Membership



Welcome to Timperley Villa YFC

We are a Charter Standard Community Club playing in the Timperley & District

Options

My Details

View or edit your membership details.

View or Edit Details

Payments

View your payment history.

View Payments

Password

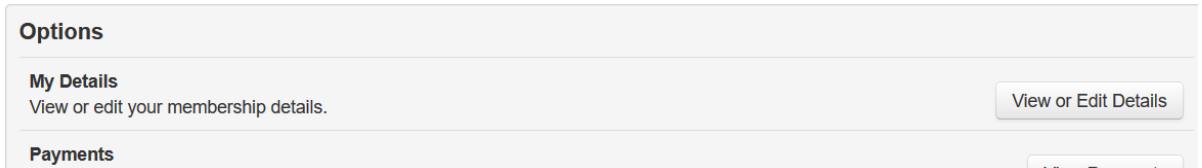
Set or change your membermojo password.

Set Password

- The name of your child should be showing top right. If you have more than one child with the Club you can select from here which child you are renewing for.



- You can change your details (e.g. mobile numbers etc.) at any time by using the My Details function under Your Membership and clicking on Edit (bottom right) on the Details page that opens up. If you have more than one child in the Club these need to be changed for both as records are held by player not by parent.



- To renew a membership go to Your Membership and there should be a 'Renew' button under Messages.



Messages

Your membership expires on _ and can now be renewed.

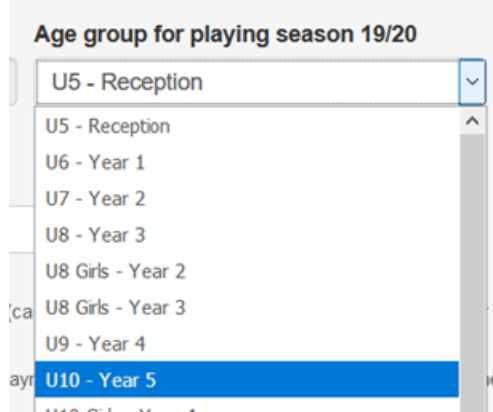
Renew

Summary

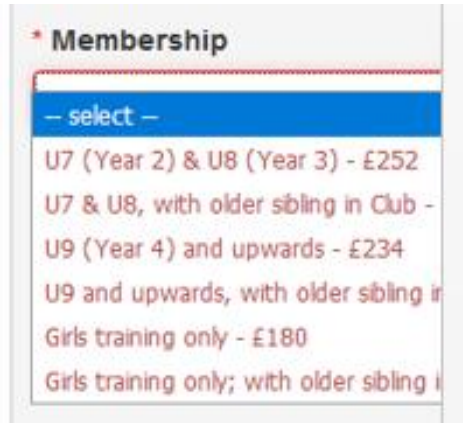
TIMPERLEY VILLA – ONLINE MEMBERSHIP GUIDANCE

10. Click on the Renew button and this takes you to the Membership Renewal page. You should then:

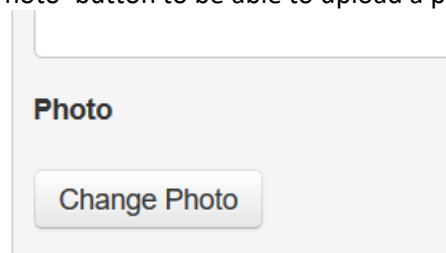
- a) Check all details are correct (and change if necessary) and also add any missing information.
- b) Select the correct Age Group for the new season from the drop-down menu. Age Groups are set out by both football year (e.g. U10) and corresponding school year (e.g. Year5) applicable for the new season.



- c) Select the correct Membership option from the drop-down menu. Age groups U7-Year 2 and U8-Year 3 should select the first option. All older ages playing in league teams should select 'U9 (Year 4) and upwards'. If you have an older sibling in the Club select this version of the main option.



- d) Complete the Yes/No drop-downs for Health Conditions etc. and provide any additional information as necessary.
- e) For ages U9/Year 4 **and upwards** (based on the new season) use the 'Change Photo' button to be able to upload a photo of the player.



TIMPERLEY VILLA – ONLINE MEMBERSHIP GUIDANCE

Photographs must be:-

A current likeness

Good quality, colour

Passport style head and shoulders (only)

Taken against a plain/pale background with no-one else in it

No face coverings

- f) Use 'Select photo' to browse for the photo to be used and then Use Photo to save it.



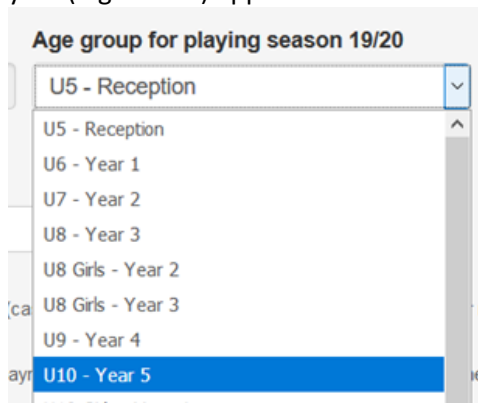
- g) Complete the Parent & Player consents.
- h) Click 'Next' (bottom right)
- i) Re-check all information is correct and use the Edit button (bottom right) if necessary.
- j) Click 'Select Payment' (bottom right)
- k) Select your preferred payment option from the next screen. If you need to change existing Direct Debit details (e.g. if your bank details have changed) please download a mandate form from the membership home page, complete and then upload to Your Files under Your Membership.
- l) Click the Orange button bottom right to confirm your payment choice.
- m) Your renewal is complete subject to receipt of payment.
- n) If your child is going into the U9 (Year 4) age group for the new season go to Your Membership and then Your Files and use the Add File function to upload a copy of their passport or birth certificate for proof of date of birth. (As soon as we have had sight of this the file will be deleted.) Without this we cannot complete their League Registration.
- o) If you have another child in the Club select them from the drop-down top right and repeat the process

TIMPERLEY VILLA – ONLINE MEMBERSHIP GUIDANCE

NEW MEMBERS – JOINING

Once you have been advised that there is a space available for your child:

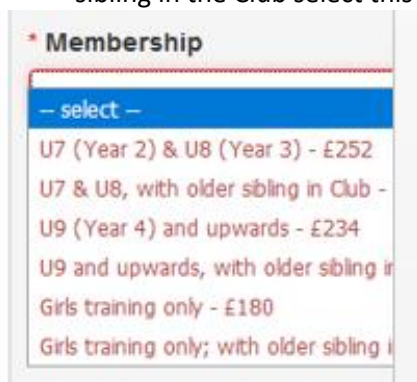
1. Go to <https://membermojo.co.uk/timperleyvillaafc>
2. Click the orange 'Renew/Join' button
3. Complete the Membership Application form in its entirety, including
 - a) Select the correct Age Group for the new season from the drop-down menu. Age Groups are set out by both football year (e.g. U10) and corresponding school year (e.g. Year 5) applicable for the new season.



Age group for playing season 19/20

- U5 - Reception
- U5 - Reception
- U6 - Year 1
- U7 - Year 2
- U8 - Year 3
- U8 Girls - Year 2
- U8 Girls - Year 3
- U9 - Year 4
- U10 - Year 5

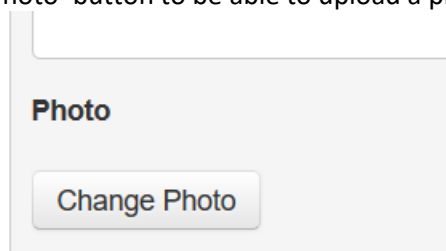
- b) Select the correct Membership option from the drop-down menu. Age groups U7-Year 2 and U8-Year 3 should select the first option. All older ages playing in league teams should select 'U9 (Year 4) and upwards'. If you have an older sibling in the Club select this version of the main option.



* Membership

- select -
- U7 (Year 2) & U8 (Year 3) - £252
- U7 & U8, with older sibling in Club -
- U9 (Year 4) and upwards - £234
- U9 and upwards, with older sibling in
- Girls training only - £180
- Girls training only; with older sibling in

- c) Complete the Yes/No drop-downs for Health Conditions etc. and provide any additional information as necessary.
- d) For ages U9 (Year 4) **and upwards** (based on the new season) use the 'Change Photo' button to be able to upload a photo of the player.



Photo

Change Photo

TIMPERLEY VILLA – ONLINE MEMBERSHIP GUIDANCE

Photographs must be:-

- A current likeness Good quality, colour No face coverings
- Passport style head and shoulders (only)
- Taken against a plain/pale background, with no-one else in the picture

- e) Use 'Select photo' to browse for the photo to be used and then Use Photo to save it.



- f) Complete the Parent & Player consents.
- g) Click 'Next' (bottom right)
- h) Re-check all information is correct and use the Edit button (bottom right) if necessary.
- i) Click 'Send for Approval' (bottom right)
- j) Once your membership is approved you will receive email confirmation, including a link to complete the process.
- k) Follow the link in the email and choose 'login with email'.
- l) Once logged in you can set a password (see step 6 in the Existing Members section above).
- m) Use the orange 'Complete Application' button under Messages in Your Membership to open up the Your Details page
- n) Re-check that all details are correct (and edit if necessary) and then click the Orange 'Select Payment' button bottom right.
- o) Select your preferred payment option from the next screen. If you are paying by Direct Debit please download a mandate form from the membership home page, complete and then upload to Your Files under Your Membership.
- p) Click the Orange button bottom right to confirm your payment choice.
- q) Your membership is complete subject to receipt of payment.
- r) If your child is at age U9 (Year 4) **or above**, go to Your Membership and then Your Files and use the Add File function to upload a copy of their passport or birth certificate for proof of date of birth. (As soon as we have had sight of this the file will be deleted.) Without this we cannot complete their League Registration.