



HOW TO REGISTER ONLINE FOR A CLUBS NEW ZEALAND TOURNAMENT

1. In the Clubs New Zealand Website click 'Tournaments', then the Sport, then the Tournament.
NOTE: You must be logged in to the website or you won't see the REGISTER ONLINE Button.
2. Scroll down and click 'REGISTER ONLINE'

A screenshot of a website page for a tournament. At the top, a light blue bar contains the date '28 February 2025'. Below this, the 'Entry fee:' section lists 'Snooker Pairs: \$70 per person' and 'Billiards Singles: \$70 per person'. The 'Delegates meeting:' section states 'Tuesday 9pm at the Club'. The 'Convenor:' section lists 'Michelle' and 'Email: Tokoroa Club'. A red oval highlights a button labeled 'REGISTER ONLINE'. Below the button, the 'Tokoroa Club' section includes a location pin icon and the address '53 Chambers Street, Tokoroa, 3420'. To the right, a section titled 'This club offers:' lists various activities: 8-ball, Beverages, Billiards, Food, Gaming, Indoor Bowls, Outdoor Bowls, Snooker, and TAB, each in its own small box.

3. Scroll down and make sure your details are correct under 'Register for this event'. If these details aren't correct, please email the correct details to leigh@clubsnz.com so we can update your Clubs New Zealand website login details.

Test Tournament Snooker & Billiards 2025

10 March 2025

Register for this event

First Name* Leigh <small>Confirm your first name</small>	Last Name* Williams <small>Confirm your last name</small>
Email* leigh@clubsnz.com <small>Confirm your email address</small>	Phone 04 815 9933 <small>Confirm your phone number</small>
Club* Select your club...	
Administration Fee* <input checked="" type="checkbox"/> Administration Fee - \$3 (Compulsory fee)	

Attendees

Attendee 1

4. In the 'Attendee 1' section, complete the details and options required for the first person that you are entering into the tournament, then click 'ADD ATTENDEE'

Attendees

Attendee 1

First Name*	Last Name*
Membership Number*	Email
	<small>Optional</small>
Entry Fee (choose options)*	
<input type="checkbox"/> Billiards Entry Fee (per person) - \$70	
<input type="checkbox"/> Snooker Entry Fee (per person) - \$70	
Selected Options	
No selected options	
Total	\$0

REMOVE ATTENDEE

ADD ATTENDEE

5. Continue to enter the details for all attendees that are entering the tournament.

Attendees

Attendee 1 - Steve tester >

Attendee 2 ^

First Name*

Last Name*

Membership Number*

Email

Entry Fee (choose options)*

☐ Billiards Entry Fee (per person) - \$70

☐ Snooker Entry Fee (per person) - \$70

Selected Options

No selected options

Total

\$0

REMOVE ATTENDEE

ADD ATTENDEE

6. When all attendees are entered, select the payment method. Either Bank Transfer to pay by internet banking separately, or you can pay online by credit card, then click 'REGISTER'.

DO NOT CLICK REGISTER UNTIL THE ENTRY IS COMPLETED!! YOU CANNOT EDIT ANYTHING AFTER REGISTER. Please use SAVE DRAFT if you want to come back and add things later.

REMOVE ATTENDEE

ADD ATTENDEE

Payment Information

Payment Method*

Please select...

Payment Reference

Optional

Attendee	Total
1 - Steve tester - Billiards Entry Fee (per person)	\$70
2-	\$0
Registration - Administration Fee	\$3
Total	\$73

DELETE

SAVE DRAFT

REGISTER

If you need help please contact leigh@clubsnz.com or kate@clubsnz.com