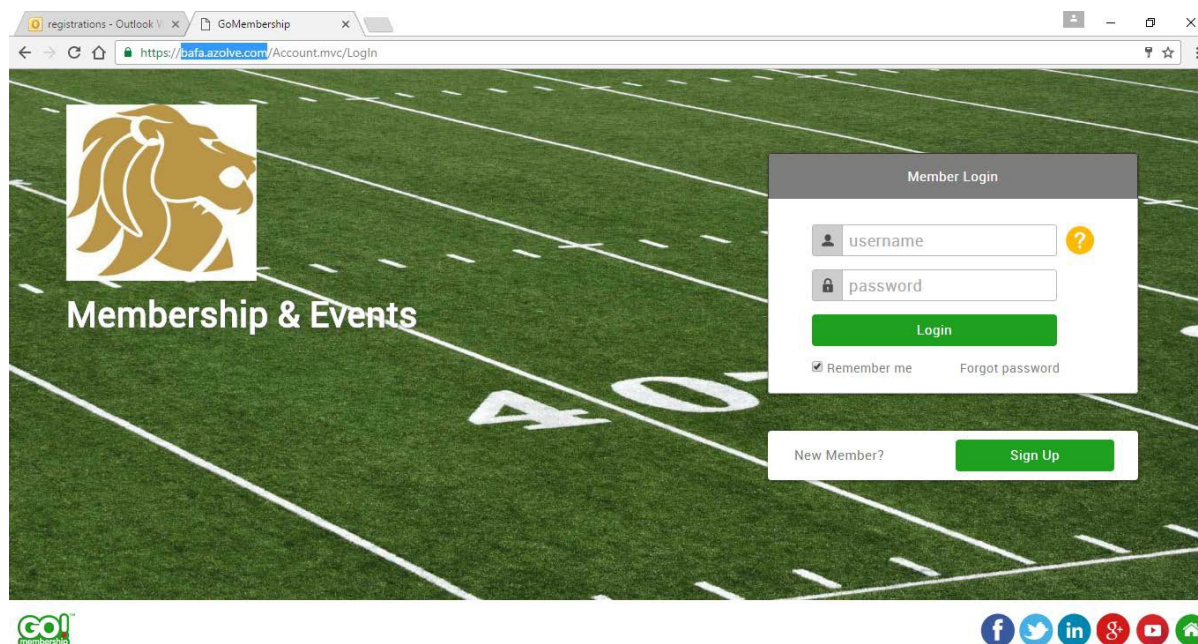


# BAFA National Leagues



## Renewing membership

Go to [bafa.azolve.com](https://bafa.azolve.com) and login with your user name and password. If you've forgotten your user name, your club admin can look this up for you. If you've forgotten your password, enter your user name then select 'forgot password' to reset it.



When you have gained access please click on 'My Profile.'

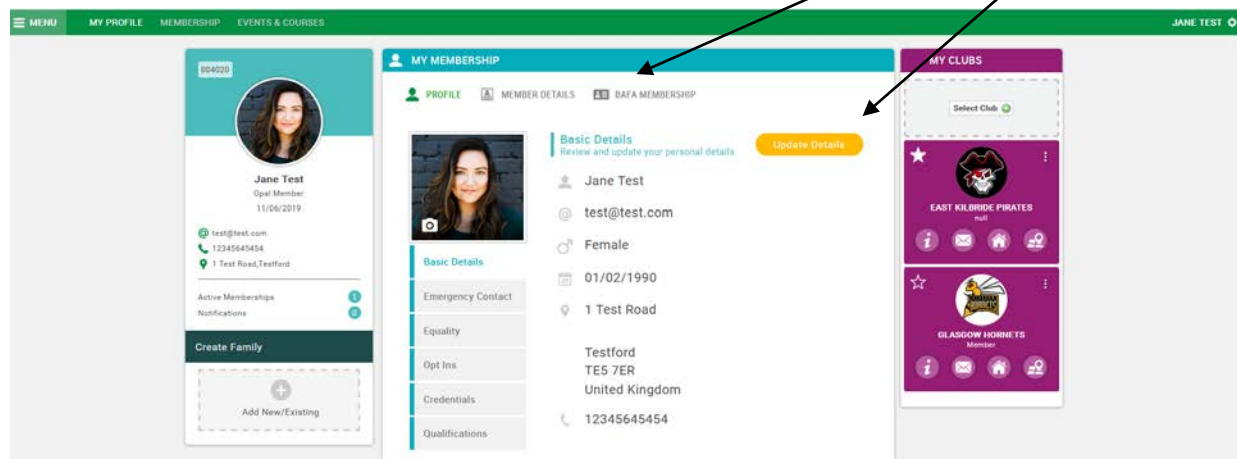


# BAFA National Leagues

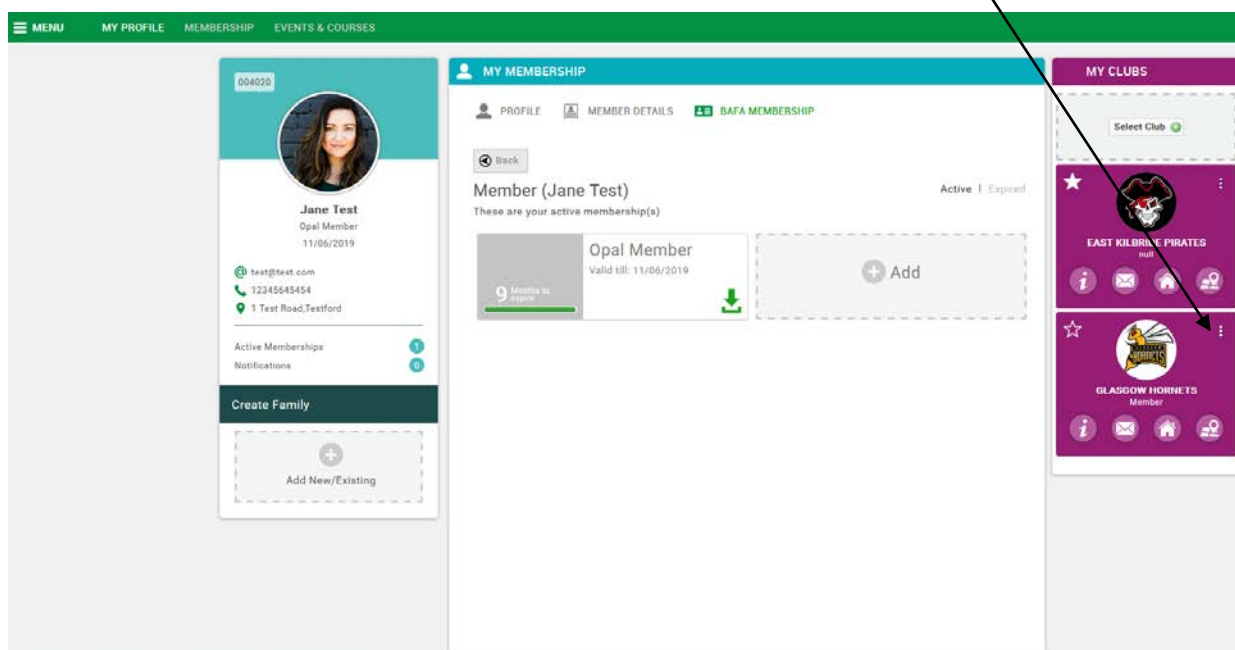


## Renewing membership

Please take this opportunity to ensure your profile details are up to date. Click the Update Details button to make any changes required. Once done, click on BAFA membership.



If you belong to one than one club – for example, you play Adult flag with one, and Sapphire Contact for another, please select the club you want to purchase a membership for at this point. You can do this by clicking on the three white dots next to the club and clicking on 'make primary'



When you have done this, select 'add'

### What if the club I want to register with doesn't appear here?

Only the BAFA registrations team can add on an additional club to your profile. Please contact [registrations@britishamericanfootball.org](mailto:registrations@britishamericanfootball.org) and request this be added to your profile.

# BAFA National Leagues



## Renewing membership

Five options are now available to you. Contact and Flag are for players only. Then you have Coach, Other (for roles such as gameday manager, physiotherapist, statistician etc) and PlayerCoach (you will need to scroll over slightly for these options using the arrow icon). Select the appropriate option for the team you want to register for. You will then be presented with something that looks like this:

The screenshot shows a user interface for renewing a BAFA membership. On the left is a profile card for Jane Test, an Opal Member, with contact details and a 'Create Family' section. The main area is titled 'MY MEMBERSHIP' and shows options for 'Contact', 'Flag', and 'Coach'. The 'Contact' option is selected. Below these options are fields for 'Team', 'Height', and 'Weight'. A dropdown menu for 'Team' is open, showing 'East Kilbride Pirates Adult Contact' and 'East Kilbride Pirates Women's Sapphire'. There are also sections for 'Proof of ID' (pending approval), 'Emergency Contact & Medical' information, and 'Opt Ins'.

**MY MEMBERSHIP**

PROFILE MEMBER DETAILS BAFA MEMBERSHIP

Back to summary

Member (Jane Test)

Please select from your available choices below

**Contact** (SELECTED)

- Affiliated Member of BAFA
- BAFA Insurance
- Team linking
- BAFA Membership Support

**Flag**

- Affiliated Member of BAFA
- BAFA Insurance
- Team linking
- BAFA Membership Support

**Coach**

- Affiliated Member of BAFA
- BAFA Insurance
- Team linking
- BAFA Membership Support

**MY CLUBS**

Select Club

EAST KILBRIDE PIRATES null

GLASGOW HORNETS Member

Team: [Dropdown]

Height (Feet/Inches): [Input]

Weight (Stones/Pounds): [Input]

Please upload Proof of Identification (ID) [Add Proof of ID](#)

Two current forms of ID required; one photo ID (e.g. passport, driving license etc.) and one proof of address (e.g. utility bill etc.)

PROOF OF ID (OTHER) PENDING APPROVAL Expires On: 03 SEP 2021

PROOF OF ID (OTHER) PENDING APPROVAL Expires On: 03 SEP 2021

**Emergency Contact & Medical**

First Name: [Input]

Surname: [Input]

Relation: [Dropdown]

Contact Number: [Input]

Email Address: [Input]

Medical Information: [Input]

Please review the following Opt Ins:

Updates from BAFA including useful tips and news related to BAFA events, activities and clubs

I understand that if I have the status of club admin that I will receive regular club management updates from BAFA

Finish

Select the team you want to register with in the drop down box. Please make sure all the details underneath are correct and up to date.

# BAFA National Leagues



## Renewing membership

If you have previously registered and your ID was accepted, you will NOT need to load up new ID again and you will be taken straight to the payment page

If, for any reason, your ID was rejected (due to poor quality images for example) or has expired since uploaded, you will need to re-upload either one or two acceptable forms of ID, depending on whether one or both items were rejected or expired (upload them as separate items – not in one batch!). One of these must be photo ID. Documents accepted include:

- Driving Licence
- Passport
- Identity Card
- Utility Bill
- Bank Statement
- Letter from HMRC
- Birth certificate

'Other' documents can include a letter from your local authority or employer. Please add any reference numbers included on the document. If no reference number is available please enter xxxx. If your document does not include valid from/expiry dates please enter today's date. The expiry date will automatically be populated with the date that we will require your ID to be updated.

If you are under 18 we will accept parental details as proof of address. Under 18s can also upload their Bus or Train pass, Student card or Young Scot card.

A pending approval message will then appear on the screen if both items have been successfully uploaded. This can be ignored at this time. Scroll down and select finish.

You will then be taken to the payment page.

### Checkout


Review and purchase items

1 Confirm Details   2 **Order Review**   3 Confirm Payment

Below is a summary of your order, please review and then select a payment option.

**Contact Details**  
Jane Test  
1 Test Road  
Testford  
Testershire  
TES 7ER  
test@test.com  
12345645454

**Item Summary**

ITEMS	PRICE	QTY	TOTAL
 <b>Sapphire Contact</b> Sapphire Contact (Jane Test - East Kilbride Pirates Women's Sapphire) In Stock <a href="#">Remove</a>	£33.00	1	£33.00

[Update](#)

Sub Total £33.00  
**Total £33.00**

[Back](#)   [Pay with Card](#)

VISA   DISCOVER   MASTERCARD   AMERICAN EXPRESS

# BAFA National Leagues



## Renewing membership

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Please check to see if all details are correct and that the correct fee, as per below, has been applied.

- Coach or Player Coach Flag only £37
- Adult Contact player £35
- Adult flag player £24.50
- Junior Contact player £25
- Youth Contact player £20
- Youth Flag player £15.50
- Cadet Flag player £15.50
- Opal women's player £30
- Sapphire women's player £33
- Adult contact player or player / coach £58.50

You can find a full list of [fees](#) on the BAFA website. Please follow the onscreen instructions to complete your payment. There will be an option to print your invoice confirmation once you have made your payment. You will also receive your confirmation via email. If you have any questions, please do not hesitate to contact registrations on [registrations@britishamericanfootball.org](mailto:registrations@britishamericanfootball.org)