The following is a guide to getting set up on MyClubFinances.

Dunboyne AFC will be using MyClubFinances to take registrations from now on. This will include yearly registrations, club events such as the Mini Euros/World Cup and the upcoming golf classic and in the near future, we will be looking at getting our lotto running online too. As a committee we have spent the last number of years wasting countless hours trying to collect registration fees and trying to determine which of our members have and haven't paid. Our system of collecting fees and recording and issuing receipts has been flawed and it resulted in a number of embarrassing phone calls over the last number of months and probably years. With this new online system, members will be able to register with the club online and also pay online. Receipts will be emailed to members and we will always have a record of everyone who has paid. We believe this is the best way to move forward, with regard to collecting registrations, and I hope you agree that this is for the betterment of the club, eh, at the end of the day!

1.   Open your browser and go to www.dunboyneafc.com. Clicking on the Register 'here' link after the 'Mini Euros 2016' will take you to Dunboyne AFC's page on www.myclubfinances.com


2.   If you do not have an account with MyClubFinances, you will need to create one in order to complete the registration process. Click on 'New Users: Please Register'. If you already have an account, skip ahead to step 6.
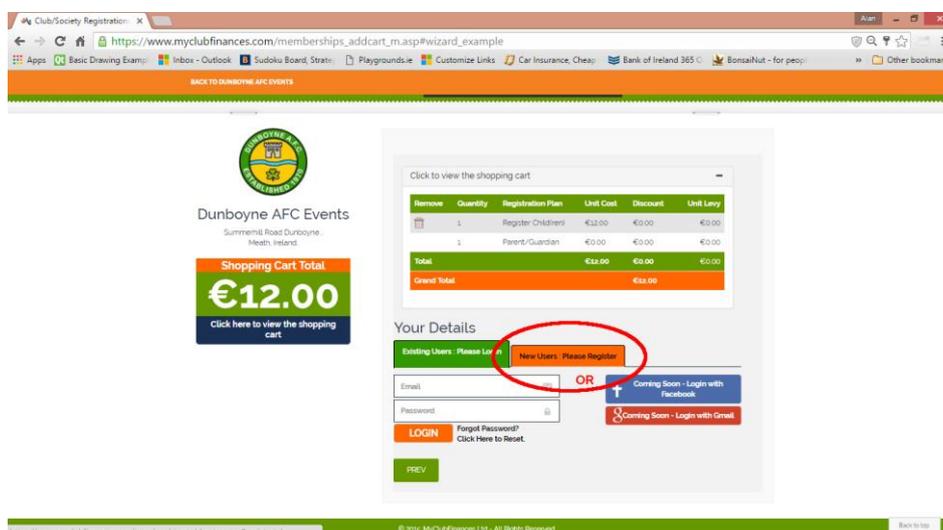
3.   You will be asked to enter and then confirm your email address. Then click on 'Next Step'.
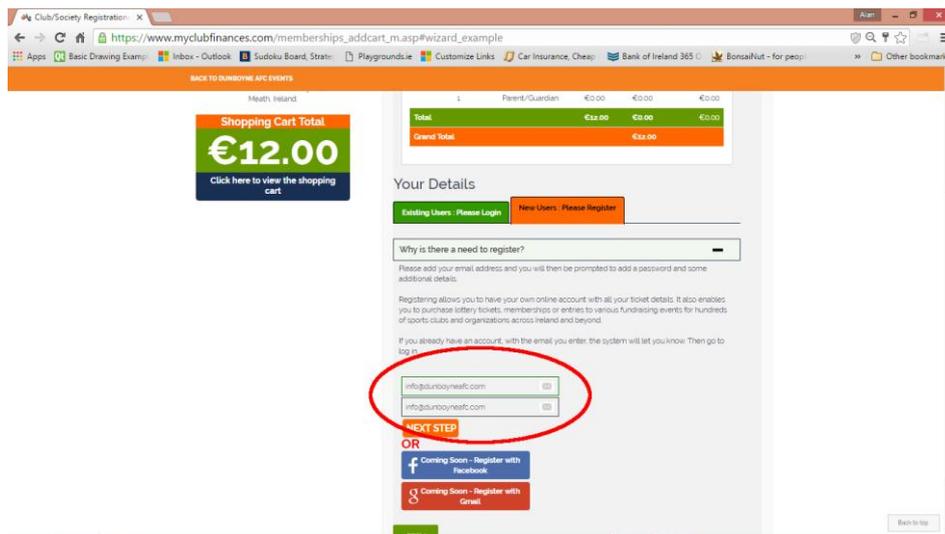

4.   Fill out the information highlighted below. Password, Name, Address Line 1 &2, Town, Country, County and Phone Number are required details. Some of the fields do not appear immediately, for example, County doesn't appear until you have entered Ireland as Country. Other fields may not appear to be required, but clicking the REGISTER button before it's fully completed will display a popup box to say that something is missing. Bear with it. You'll get there eventually. Finally, the terms and conditions box needs to be ticked and your account should be set up.
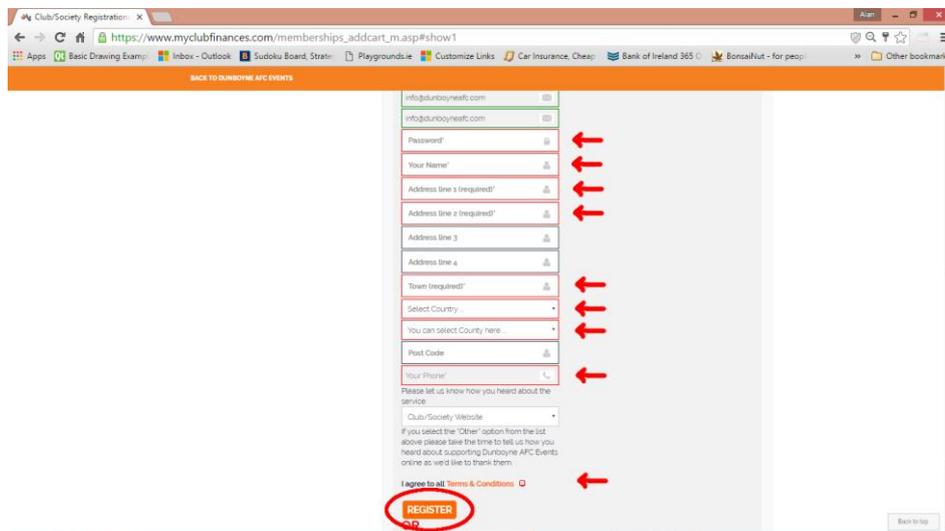
5.   Having created an account you should now be able to log on and select the registration type you want to pay for. When I did this, I wanted to ensure that it was working correctly so I closed my browser completely and started it up again and went through the process from the beginning using the email and password that I just created. But I'm a bit like that, me!


6.   If you have started from the club website, choose the type and number of registrations you require and click on 'Add Cart'
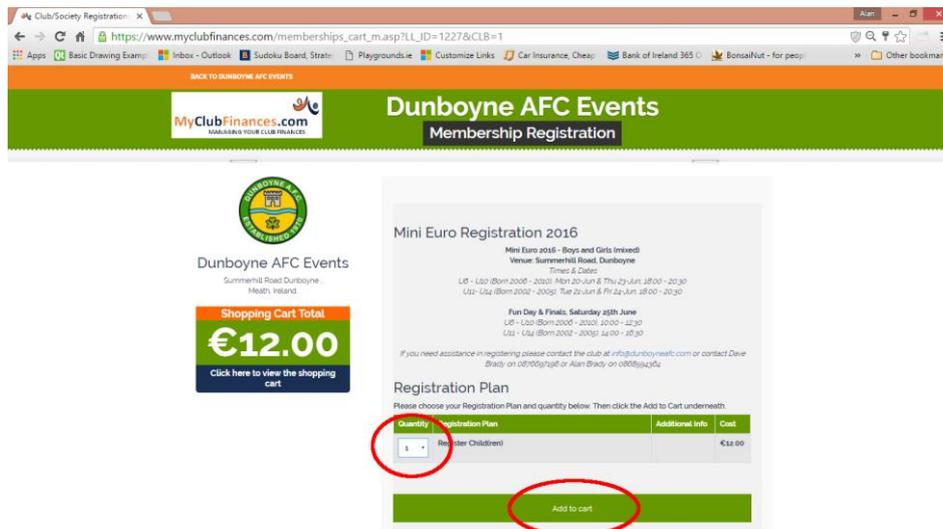
7.   If, like me, you restarted your browser, you will need to login to your account using the email address and the password created earlier. If you already have an account, hopefully you remember the password, or like me on many occasions, you will have to reset your password.
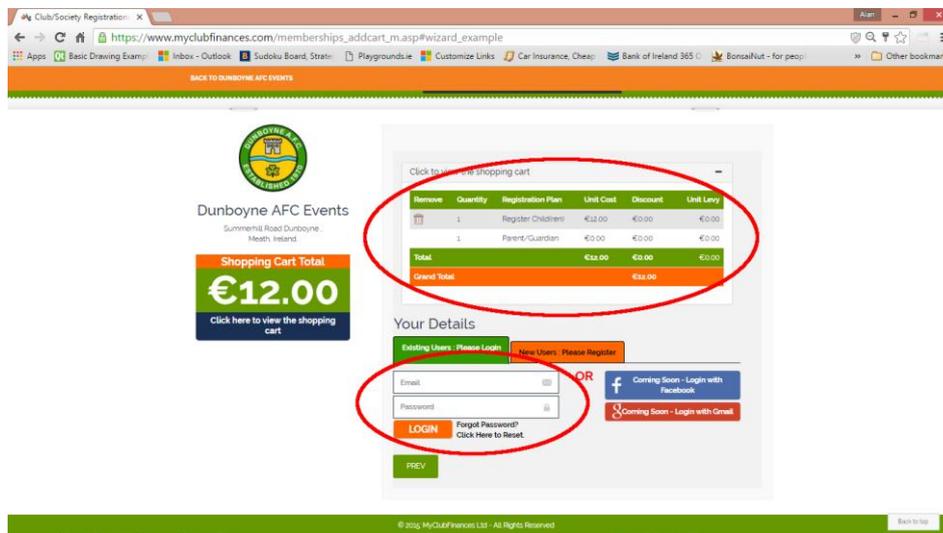
8.   Once you've logged in and chosen the registration type, you should see a summary screen. On the top orange bar you should see a welcome message and your full name and below a summary of what is in your cart. Click 'Next'.
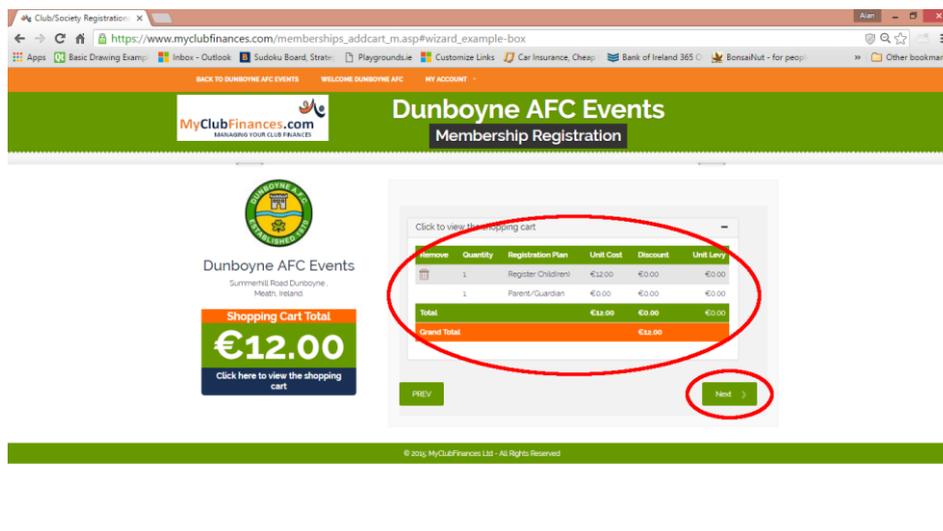
9.   This is where you will enter the registration details for the club. As a parent or guardian, you will need to enter your own details and also those of your child or children. Again there are fields that are marked as required and as with the previous registration process a popup box will appear if they are not filled in. Those fields are then outlined in red (if I remember correctly) and once you fill them in you can have another go at clicking 'NEXT' at the bottom of the page. It took me a few attempts.

10.   Once you get all that information filled in, you'll get to the payments screen. Enter your card details in there, click 'NEXT' and that should be that. You will then get an email confirming payment has been made.

Hopefully this has been of help to you. If you are still having difficulties, please get in contact with a member of the club. Details are on the website.