

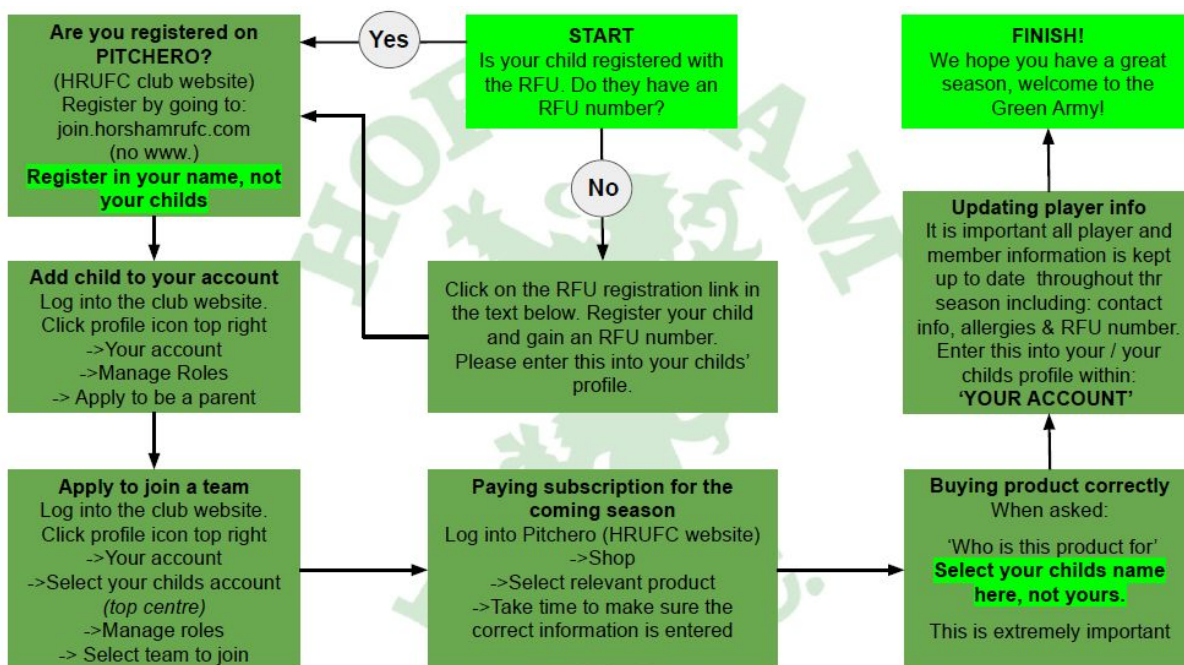
Step by step instructions to assist with the registration and membership buying process for all sections

New players joining Horsham Rugby club:

All Mini, Junior and Senior players require an RFU membership number by registering with the RFU. Players can register on the RFU website system 'GMS' [HERE](#). Please take note of the RFU number provided, you can view this when you log into the RFU website.

Once you have registered on the RFU website, you will need to join the Horsham Rugby Club website [HERE](#). After you have joined the website you can apply to join a team / section. Contact the relevant team manager / administrator if you need assistance. you can view the relevant person on the [CONTACT](#) page.

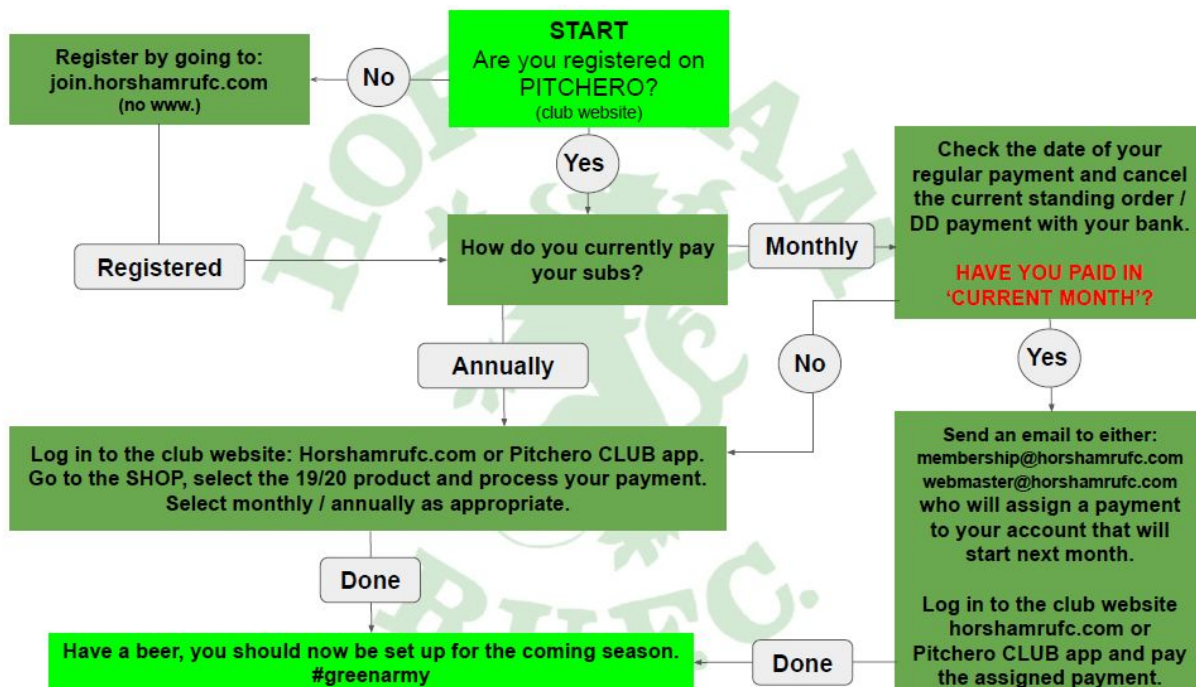
Mini & Junior players



All players must be registered on the Horsham Rugby Club website in order to play in the coming season. If not already done so, parents should register in their own name and then add children to their account. Equally when making subscription payments for your child / children, please do so individually and when prompted with 'paying for' select your childs name.

Subscription products can be viewed on the **SHOP** page. Product information can be found within each product / subscription. Further information regarding Mini and Junior registration can be found on the **M & J registration page**.

Senior Players



Going into the 19/20 season we are moving all player and member subscription payments to the Pitchero website, as such all players must be registered on Pitchero. The relevant subscription products can be found on the SHOP page **HERE**.

Subscription products can be paid via monthly or annual payment. Once purchased, the payment will be taken within the next week and then repeated monthly on that date if the monthly payment option is made for 12 payments.

Members currently paying via standing order:

It is recommended to look when your current monthly payment is taken and to cancel the standing order prior to purchasing the new 19/20 product on the website.

1. Cancel the current standing order and note regular payment date.

2. If your payment hasn't gone out that month: **Setup your new payment for the coming season.**

2a. If your payment has gone out, send an email to a contact below and you will be sent a link to a product to set you up for next month so you don't pay twice, confirm current payment date in your email.

The beginning of the month is the ideal time to sort this as you can see for the coming month when the payment is due to be taken.

Members currently paying via Pitchero (Existing, non 19/20 product)

Process is the same as above, cancel your standing order with your bank and then buy the new 19/20 product. Note your SO date to avoid duplicate payments.

If you are struggling with any of the above or have questions contact your team administrator or one of the below:

Senior Membership secretary - Andy Carvell: membership@horshamrufc.com

Mini and Junior Membership secretary - Clare Garabat: mandj.membership@horshamrufc.com

Webmaster - Ash Grimsey: webmaster@horshamrufc.com.