MOUNT LAWLEY DISTRICT CRICKET CLUB REGISTRATION PROCESS

This season WA Cricket is moving to Play HQ. There are several once off set up processes to be completed for a player registration. You will need to **CREATE** or have **EXISTING** - 3 IDs to set up your registration with MLDCC –

- Play HQ account
- Cricket ID account
- My Cricket account

Read through the following the steps then proceed (in order) below to set up/register.

Step 1 (Do this first!):

Create or Know your PlayHQ Login Go to https://www.playhq.com/signup to create an account.

• If you are a parent/guardian, please use your own details and you can register dependents under this account when completing a registration form.

• If you are a club administrator and have an admin login with a club email address, please create a new account with a personal email address.

• Remember you may already have a PlayHQ account from other sports and can use this to login. If you have forgotten your password you will need to reset it.

• You will need to verify your email address. Please ensure you can access this.

Step 2:

Create or Know your CricketID Go to https://id.cricket.com.au/login to create an account or check your login.

• This is **NOT** your MyCricket ID profile number.

• Click 'sign up' at the bottom of the page to create an account.

• You can reset your password if you do not remember.

• You may likely already have CricketID. This is used to login to the MyCricket App or to cricket.com.au

• If you are a parent/guardian, please use your **OWN** details and you can register dependents under this account.

• You will need to verify your email address. Please ensure you can access this.

Step 3: Find your Clubs registration form.

• This can be found on https://play.cricket.com.au. Search "**Mount Lawley D Cricket Club**".

Alternatively copy this link into your browser to the club's registration page -

https://play.cricket.com.au/club/mount-lawley-d-cricket-club/c2cfa9a1-86d8-eb11-a7ad-281878Oda0cc

Step 4: Complete the registration form.

• Read the 'Get Started'

 • Login using the PlayHQ account you created in Step 1.

• After you click 'Get Started' you will be asked if you are registering yourself or a dependent. You can enter their details here and they will be added to your profile.

• The final step before payment will be linking your cricket ID. Have your login details handy to ensure you don't need to exit and restart the form.

• Make payment and complete your registration.

Step 5: Claim your MyCricket profile on the Play Cricket App (formerly the MyCricket app).

• The final stage of the linking process is to link your MyCricket Profile to your CricketID.

• You may have already completed this in the MyCricket/Play Cricket App previously.

 • This is **OPTIONAL** and not required to complete your PlayHQ registration.

Step by Step Guide to Claiming your profile -

Open up the MyCricket/Play Cricket App on your phone. & Select the "More" button from the bottom right (3 dots) navigation menu. Next to the helmet icon.

Click on the account holders name.

Go to the "Linked Profiles" section and select "Add Profile"

Enter your MyCricket ID – or - search via First and Last Name & Click the "Find me" button to start the search.

The search will return potential matches. Click on the profile to continue the linking process. A pop-up window will appear. You will need to enter the password for the account you are trying to link.

Step 6: Login to your PlayHQ profile Head to http://www.playhq.com/account/profile

• You can now login to your PlayHQ Profile to update your details, view your registrations and manage dependents.

• If you wish for your profile to be hidden from public view, you can update this here.

• If you need to reset your password you can do so in your profile.

If you have any problems or questions, please email members@mtlawleyhawks.com or call Kerri on 0429 371 011