



## 2023-24 Player Registration Form (SFMHA)

**Smiths Falls Minor Hockey Association**  
P.O. Box 693, Smiths Falls, ON K7A 4T6  
www.sfmha.ca

At this time, SFMHA is waiting on information to confirm conditioning camp and tryout details. Once information is provided, SFMHA will share with members and separate registrations will open.

### **Registration Information for 2023-24 Season**

#### **Dates**

Registration opens – May 23, 2023

Registration closes – June 20, 2023

Registration numbers will be limited after this time and any registrations received after June 20<sup>th</sup> will be put on a waiting list and will only be permitted based on numbers.

#### **Mandatory, Non-refundable Deposits Required**

There is a \$ 100 mandatory deposit for U7, U9 and U11 divisions and a \$ 200 mandatory deposit for U13, U15 and U18 divisions as part of the registration process (this amount is part of the registration fee). Refunds will be given for those players who make higher level teams and/or have moved. Any other withdrawal refunds will need to be approved by the Executive.

#### **Procedure**

*Returning Players* - To simplify the registration process, online registration for the SFMHA 2023-2024 season is mandatory. **Please see the Creating a new HCR 3.0 Account document attached to the email and the Registration and Payment Section below for instructions**

*New Players* – online registration is not available for new players – please contact the Registrar, Stephanie Cannon at [smulrooney84@outlook.com](mailto:smulrooney84@outlook.com) for information on how to proceed. The following items will be required:

- Registration form completed in full
- Proof of residency ie driver's license, utility bill or property tax receipt

Division/Birth Years	Hockey Fees	Fundraising Fee	Total Fees
U7 (2017, 2018, 2019)	\$ 420	\$ 130	\$ 550
U9 (2015, 2016)	\$ 645	\$ 130	\$ 675
U11 (2013, 2014)	\$ 695	\$ 130	\$ 825
U13 (2011, 2012)	\$ 745	\$ 130	\$ 875
U15 (2009, 2010)	\$ 770	\$ 130	\$ 900
U18 (2006, 2007, 2008)	\$ 795	\$ 130	\$ 925
Multi-family Discount	All Divisions	Maximum fundraising fee per family \$ 320	25 % off the lowest hockey fee for 3 or more children

Respect in Sport Parent Program Fee (only required once per family – not each year)	All IP/Novice or New Registrants	Parents must register and pay online themselves	Parents must register and pay online themselves
--	----------------------------------	---	---

All registrants will receive 13 calendars which can be sold for \$ 10 each. Lottery calendars give the purchasers the opportunity to win up to \$ 1500 with draws happening during the month of December 2023. This fundraising fee is included in the above total pricing and is mandatory for all players to a max of 32 calendars per family.

## **Other Information**

- In order for the players registration to be considered complete, SFMHA must receive:
  - Complete payment of the registration fee (due by October 1, 2023)
  - For U7, U9 or new registrant families, a member of each household to have completed the Respect in Sport Parent Program
- An additional fee of \$ 40 will be charged for any NSF cheque
- Refund requests are to be submitted on the “Refund Request Form” (found at [www.sfmha.ca](http://www.sfmha.ca)). All refunds will be prorated less an administration fee of \$ 25. Please allow 3-4 weeks for the refund to be processed.
- Families are responsible for obtaining their own financial assistance (ie Jumpstart, Champions for Kids, Open Doors, etc.) and must complete the registration process while waiting for confirmation.
- Registrations received after June 20, 2023 will be placed on a WAITING LIST and added only if there is space available
- If your child is trying out for a level of hockey not offered by our Association (ex. Kings A, AA or Cyclones AAA), they must first register online with SFMHA
- No transfer requests will be considered and/or processed until after **July 31, 2023**

**PLEASE BE SURE TO CHECK LISTED ADDRESS AND EMAIL ADDRESSES AS THESE WILL BE USED FOR ALL COMMUNICATION WHENEVER POSSIBLE**

## **REGISTRATION AND PAYMENT INFORMATION:**

Registration is a two-step process:

**Step #1** – Register your child using the Hockey Canada online registration system (HCR). **Everyone must create a new account on HCR 3.0 in order to register (full instruction sheet attached to this email)**

**Step #2** – Pay your child’s base registration fee on the HCR (please send e-transfers to [treasurer@sfmha.ca](mailto:treasurer@sfmha.ca)) or by using Playpay.ca. You will have options to pay by credit card, Interac e-transfer, bank payment or e-cheque. Full instructions are below.

### **Step 1**

To register your child for the 2023-2024 season, click the Hockey Canada Registry (HCR) link below and follow the instructions:

**REGISTRATION LINK** <https://page.hockeycanada.ca/page/hc/heo/district-1/smiths-falls-mha>

All first-time families are required to register by contacting the Registrar Stephanie Cannon at [smulrooney84@outlook.com](mailto:smulrooney84@outlook.com)

- **Please confirm all contact information and email addresses in your online registration as this will be important for association communication lists.**

- On completion of your registration you will receive a confirmation receipt by email. On this receipt there is a 13-digit number (beside your child's name) that is needed for the online payment process. Please take note of this number.
- Once you complete Step 1, please proceed to Step 2.

## **Step 2**

There are a couple options for payments:

- a) You can submit your payment at the end of your registration on the HCR website (please send e-transfer to [treasurer@sfmha.ca](mailto:treasurer@sfmha.ca), & indicate your player's name)
- b) The SFMHA has partnered with [www.PlayPay.ca](http://www.PlayPay.ca) as our on-line payment provider for the 2023-2024 season. It's fast, it's easy, and you can make payments for free.

Click [Existing Playpay Account](#) to log into your existing PlayPay account, or [New Playpay Account](#) to create a new account, then follow the steps below to make a payment:

1. Select Smiths Falls Minor Hockey to your personal organization list.

- In your PlayPay account, click 'my organizations'.
- Enter Smiths in Organization and click 'Search'.
- Select the association from the returned list and click 'Next'.
- For Account Information enter the player's Hockey Canada #. Then enter first and last name for Participant's Name, and select the activities that apply to the player. These activities can be changed or updated at any time.
- Click the 'Add Organization' button and the association will be added to your personal organization list for that player.
- **IMPORTANT - REPEAT THE ABOVE STEPS FOR EACH PLAYER.**

2. You're now ready to make payments!

- In your PlayPay account, click 'my payments' and then click 'make a payment'.
- Select the association from the dropdown, click 'Next', and enter the payment amount. You'll see a summary of Amount Owed which can be paid in full, or spread over a few separate payments.
- Choose from one of four ways to pay. **There is a 2.5% convenience fee to pay by credit card. There is no cost to make payments by e-cheque (i.e., direct debit), bank payment or Interac e-Transfer.**
- You'll be notified by email when your payment is processed.
- Repeat the above steps for each player you need to make payments for.

**Thank you for using the Hockey Canada registration and [playpay.ca](http://playpay.ca) to help streamline our registration and payment processing!**