

Quick Reference Guide: Disclaimers

Entity disclaimers can be added to signup forms as well as the national disclaimer provided by Netball Australia.

As an organisation; disclaimers can be added to signup forms that participants must read and accept before being able to complete their registration.

Examples of this could be the Club/Association Rules, Membership Requirements, Club/Associations Codes of Conduct etc.

Disclaimers are only accessible at the level they are created.
i.e. if an Association creates a disclaimer, their Clubs cannot access it.

This is optional and does not have to be completed. An organisation can choose not to have disclaimers however Netball Queensland recommends that organisations add a disclaimer to ensure participants agree to the organisation's policies.

Multiple disclaimers may be created to provide a choice of which disclaimers are added to the online signup form.

Disclaimers can be edited, added or removed from signup forms at any time.

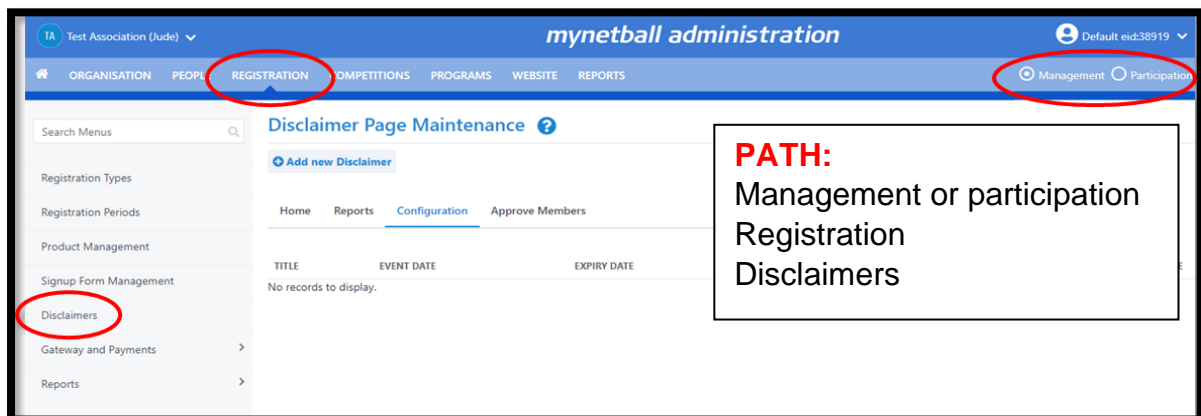
The process below is the same whether you are an Association or Club. Associations complete this in either mode, Management or Participation, while Clubs complete it in Participation Mode.

Associations can manage their disclaimers under **Management** or **Participation**.



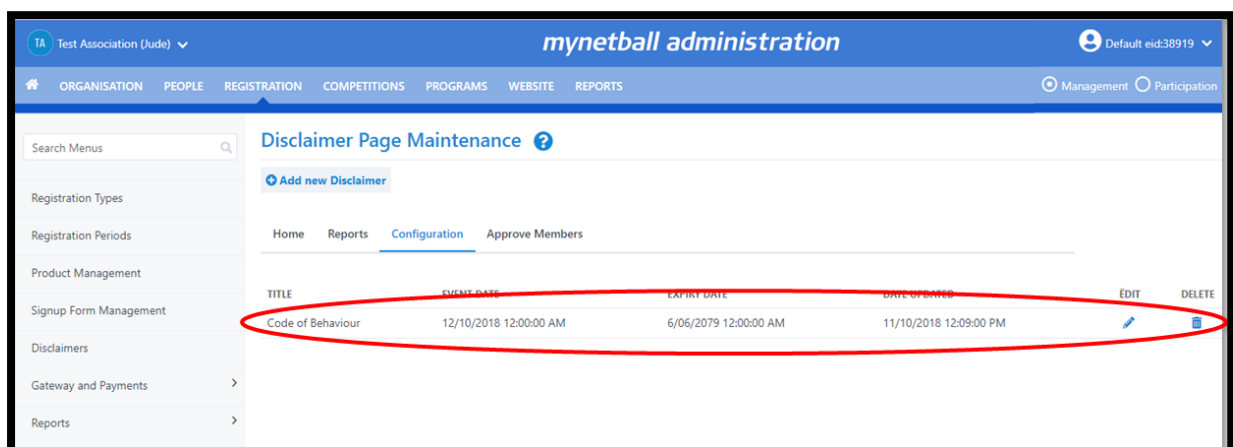
Clubs will not have the option to choose between management or participation, they will just be in participation.



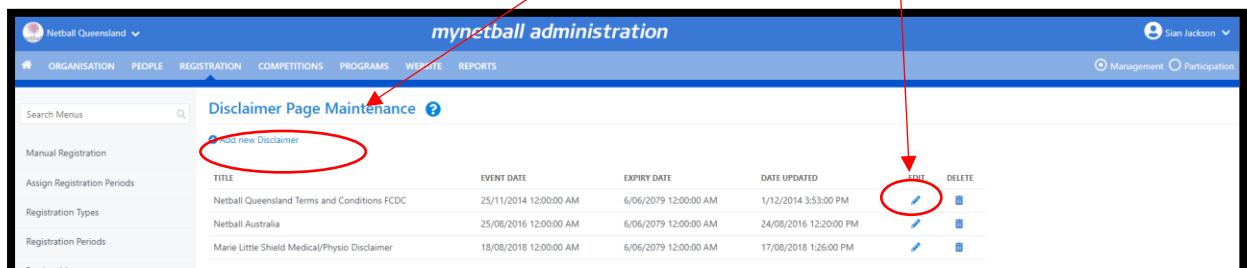


This will bring you to the **Disclaimer Page Maintenance** page.

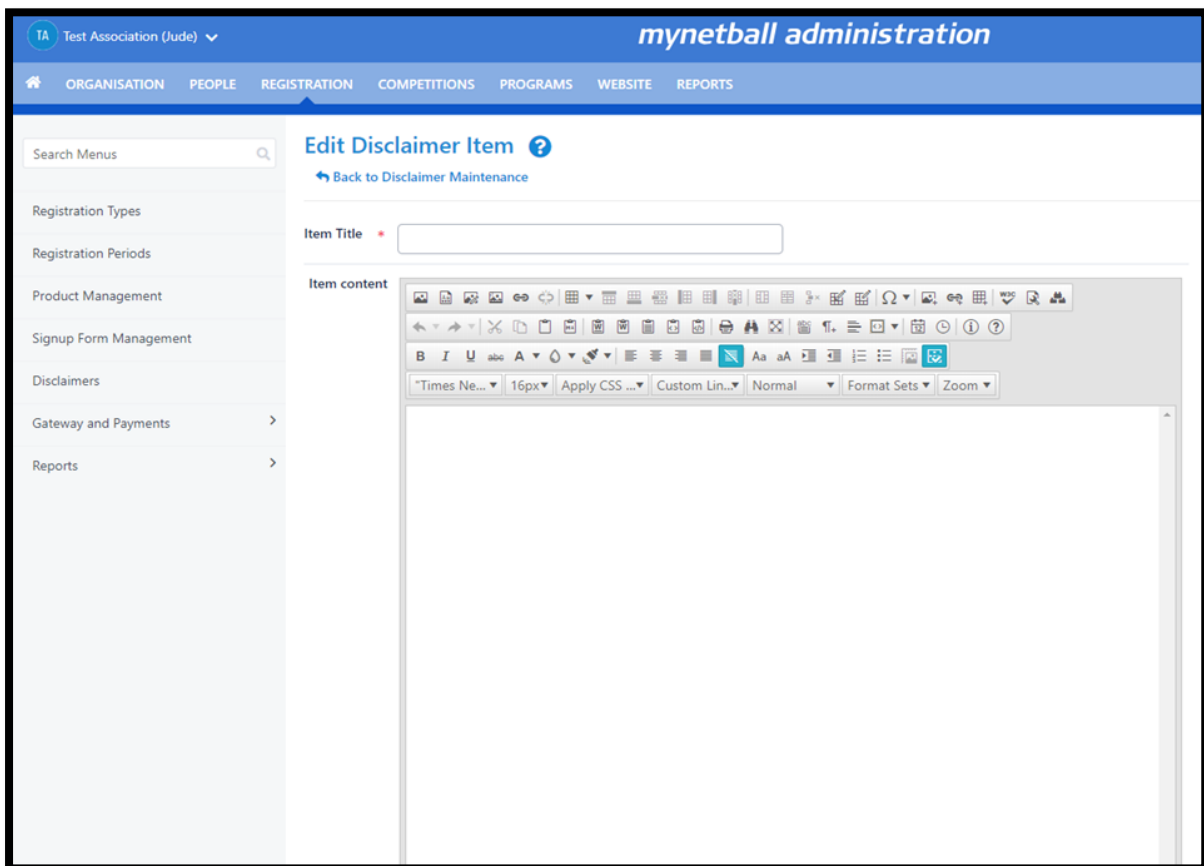
Here you can see any disclaimers that you have previously created (if you have done so) or edit.



To create a new disclaimer, click on **Add New Disclaimer** or **Edit**.



This will bring up the **Edit Disclaimer Item** page where you enter the details you want in your disclaimer(s).



NOTE: The following when completing the disclaimer * denotes mandatory field:

- **Item Title*** - this is the headline of the disclaimer. This appears in the drop-down list when you are adding a disclaimer to your signup form.
- **Item Content** - this can be whatever you want to put in your disclaimer.

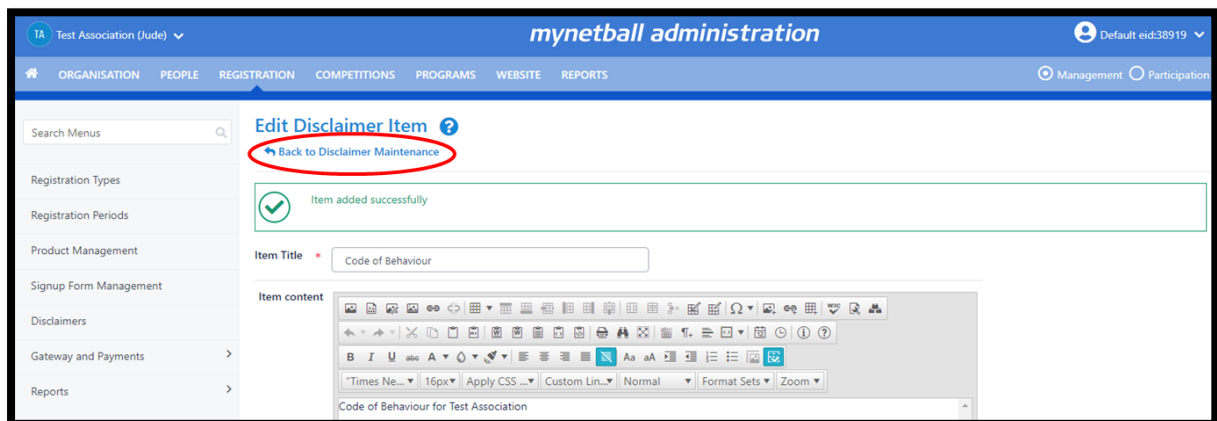


Click **Save**.

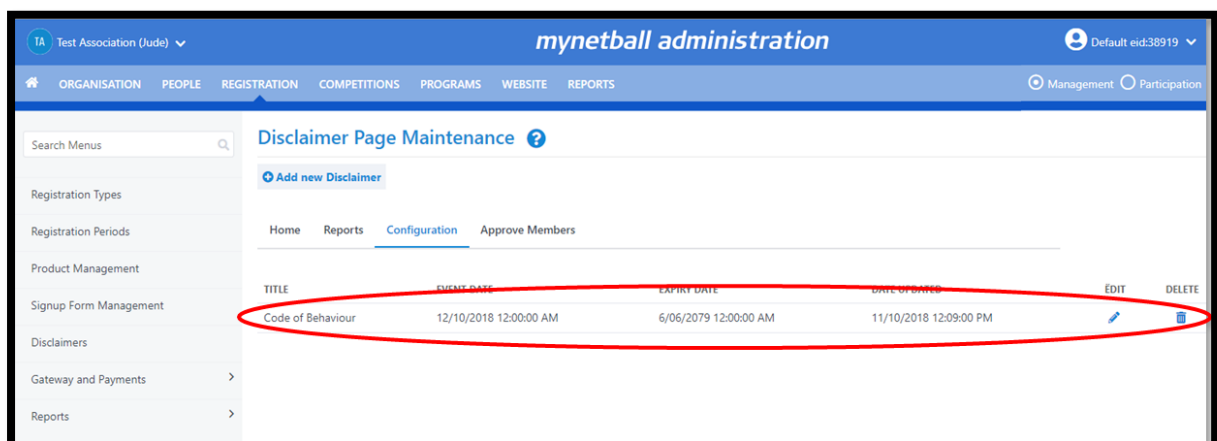


Then **Ok**.

Click **Back to Disclaimer Maintenance** to return to the **Disclaimer Maintenance** page.

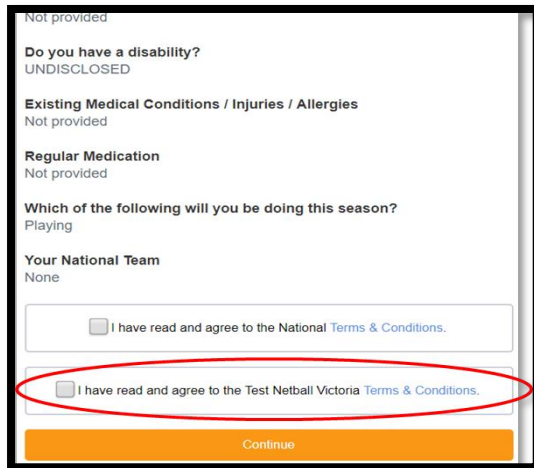


This will show you the disclaimers that have been created. Disclaimers can be edited and deleted.



Once you have added all the disclaimers required, only **One** disclaimer can be added to a signup form at a time.

This is how the disclaimer will appear to the participant.



Not provided

Do you have a disability?
UNDISCLOSED

Existing Medical Conditions / Injuries / Allergies
Not provided

Regular Medication
Not provided

Which of the following will you be doing this season?
Playing

Your National Team
None

I have read and agree to the National [Terms & Conditions](#).

I have read and agree to the Test Netball Victoria [Terms & Conditions](#).

Continue

If they click on the **Terms & Conditions**, then the information you put into the disclaimer will pop up.

