19:03	al 🗢 🗊
Dashboard	
Upcoming Payments	
Unpaid	i
Round 1	
Tuesday, 14 D 2021	December
Benchwarmers vs Shooters	Ready Set
😨 Creek Trail League	1
🕔 7:15 pm	
Ourt 2	
Pay Now	Submit Forfeit
Unpaid	i





SETTING UP YOUR ACCOUNT



HOW TO CREATE AN ACCOUNT

Only one person from a team is required to create a Teammo account to manage team payments. Visit <u>app.teammo.com.au/get-started</u> to create an account for your team.

• Enter your team name and select your sport.	2. Enter your details (name email, mobile, password)
19:03 •••• ••• ••• •••	19:03 ••••••••••••••••••••••••••••••••••••
Signing up is easy. Firstly, tell us about your team	Great, thanks! Now, tell us about yourself
STEP 1 OF 4	STEP 2 OF 4
Team name	Email
Team name	Email
Sport	Full name
Sport ~	2. Full name
CONTINUE	Mobile
Already bays an account? Login	Your mobile number





If you want to collect money from team members using Teammo (optional), you will need to add your team members to your team. You can add team members via the Manage Team page in your account: <u>app.teammo.com.au/manage-team</u>.

Log in to your Teammo account, and go to the '<u>Manage Team</u>' page.

19:03		ul 🗢 🗊
Т	eammo Magic 👓	\times
М у	Dashboard	TEAM
🗸 Col	lect Payment	
🖽 Mat	tches	
🖉 Mar	nage Team	
i∃ Tea	ms	
<u></u> Я му	Profile 🗸	
⑦ Hel	p & Support	
➡ Log	jout	

Click 'Add Team Member' and enter details. Alternatively, 2. click 'Share Link'. Share this with your team members, and they can add themselves to your team using the unique link.

19:03				ull ⊋ (
Мапа	ge Te	am	ED	IT TEAM
Your Tea	am			
Team Memb	ers	SHARE	LINK	
Name				
Add Te	am Mem	ber		
Full	name			
Mob	ile			
Ema	il (Opti	onal)		
		SAVE		

ADDING TEAM MEMBERS



Once your team members are 3. added, you can **start requesting** payments from them.

19:03	_	•	al 🗟 🛛
Manage Tea	m	E	DIT TEAM
Your Team			
Team Members	ADD TH	EAM MI	EMBER
Name			
Jane Doe			
John Doe			
Tim Smith			
Susie Smith			
Sarah Doe			





HOW TO UPDATE YOUR ASSOCIATION CONNECTION

If you created a Teammo account and didn't connect to your association (i.e. skipped Step 4), or you need to update your connection, follow these steps. Once done, you will see upcoming team payments from your association.

Log in to your Teammo account, and go to the
 'Teams' page.

2. Click the 'Edit' button of the team you want to connect.

9:03		19:03	•
Benchwarmers •••	×		
My Dashboard		Teams	
Collect Payment		Current team: Benchv	varmers
Matches	EAM	Select Team	CREATE TEAM
Manage Team		Name	
Teams		Benchwarmers	EDIT
My Profile 🗸		Denchwarmers	DELETE
		The interstation	EDIT

3.

Click the **'Connect Team'** button.

Connect to your association by selecting your team from the dropdown options.

Team ADD TEAM MEMBER	1 Select 2 Confirm & Connect
SHARE LINK	Provide and confirm your team details below to
Name	connect your team to your association. This will enable you to manage payments, submit walko and connect with your association.
No team members found	Sports organisation/league
Association connection	Sports organisation/league
Not currently connected to an association or	Competition
league	Competition



HOW TO ADD A NEW TEAM

You can manage multiple teams from the one Teammo account. This is useful if you are the team manager of multiple teams. Follow the steps below to add a new team to your Teammo account.





HOW TO PAY PER PLAYER

Once you have created an account for your team, you can start paying for matches. Payments for matches will be sent to your association. You are not charged any additional fees to use Teammo.

Select the match you want to pay for by clicking the 'Pay Now' button.

2. Select the number of **players** you are paying for.

9:03	ull 🗢 🗩	19:03	al S
		Benchwarmers vs Rea Shooters	idy Set
ashboard		🙄 Creek Trail League 1	
		() 7:15 pm	
ocoming Payments		Ourt 2	
Unpaid	()		
Round 1		Payment Summary	
Tuesday, 14 De 2021	cember	Team: Benchwarmers	
Benchwarmers vs Re	eady Set	Select the number of play	ers below:
Shooters			
😨 Creek Trail League 1		6 Regular Plavers	Ş0.6(
🕓 7:15 pm			
Ourt 2			
		Total Amount	\$6.60



All done! Just turn up and play. Your association will see your match payment.

Paid Team	imo
Round 1	
Tuesday, 1 2021	4 December
Benchwarmer Shooters	rs vs Ready Set
😨 Creek Trail Le	eague 1
🕔 7:15 pm	
Ourt 2	
Receipt from	Creek Road Leagu
Payment	🕑 Succes
Julius	
Receipt	P0437



- teammo COLLECTING MONEY EROMITEAM MEMBERS USING TEAMNO

COLLECT MONEY FROM TEAM MEMBERS

As a team manager, you have the option of using Teammo to request and collect money from team members. Money is sent to the your nominated bank account. When you request money, an SMS is sent to team members with a link to pay. They do not require a Teammo account to pay.

A 3.9% transaction fee is applied on top of your payment request. For example, if you request \$10 from each team member, they will each be charged \$10.39. As a team manager, you will always receive the full amount you request. Teammo does not charge any other fees for teams to use the platform.

Log in to your Teammo account, and go to the 'Collect Payment' page.

2.

19:03	ul 🗢 🗈	
Teammo Magic 👓	×	
🞧 My Dashboard		
 Collect Payment 	o your S from	
💾 Matches	amount	
∭ Manage Team		
i∃ Teams		
& My Profile ∨		

Fill out the payment request form, choose team members, then click 'Collect Payment'.	 3. Team members will receive an SMS with a link to pay. 	Funds take 1-2 business d to be deposited into your bank account.
19:03	19:03 11 ? •	19:03
Round 1 Fee Amount (\$ per team member) \$5.00	has requested payment of \$5.20 for / replying 387 or visit https://pay.teammo.com.au/ 003d9cd967f1eb45. Powered by Teammo. Reply STOP to unsubscribe.	Summary \$5.00 \$25.00
Team Members FILTER		Collections Team Member Amount Status Date Paid
Name		David Smith \$5.00 Collected Saturday, 14 November 2020
David Smith		Eric Reeves \$5.00 Unpaid
 Eric Reeves 		Sarah Dillon \$5.00 Unpaid













MANAGING FORFEITS & WALKOVERS IN TEAMMO

HOW TO SUBMIT A FORFEIT / WALKOVER

If your team is unable to play, you can submit and pay for your forfeit online. Once a forfeit has been submitted and paid for, your association and opposition team will be notified.



All Done! Your association and opposition team will be notified.

Forfeit	(
Round 2	
Wednesday, 15 2021	December
Road Runners vs Gro	und Breakers
😨 Creek Trail League 2	
0 715	
🕔 7:15 pm	

opposition team will be notified of the cancellation via SMS and email. Your receipt is

If you would like your team members to pay you back, you can use Teammo to collect the







NEED HELP OR **ASSISTANCE?**

Contact us





Send us a chat message (available across the website by the blue chat icon)



FAQs & articles in our <u>Help Centre</u>



<u>support@teammo.com.au</u>