

Go to www.icastepney.com.au

PAY GAME FEES button is on the home page and fixtures page

(or go direct to http://stepney.spawtz.com/External/Search.aspx)

Login – username is your email address, and password is stepney

Click on MY STATEMENT

Select the green button MAKE A PAYMENT FOR THIS BILL

Select the fixture fee you are paying for

Add in the amount you are paying

It will direct you to Paypal where you can process your payment

You will receive a confirmation for your payment(s)

Login help

Email us at <u>info@icastepney.com.au</u> and we will add you email to your user account. Your password will be <u>stepney</u> and you must confirm your email address when you receive a confirmation email from Spawtz/ICA Sportzworx Stepney.

After your payment is processed, your team statement is updated <u>immediately</u> with your name on the statement. This is great for teams to monitor payments.

When you arrive for your game there is no need to come to the kiosk counter

This process can also be used for paying debtors, any game fees in advance, nomination fees etc.