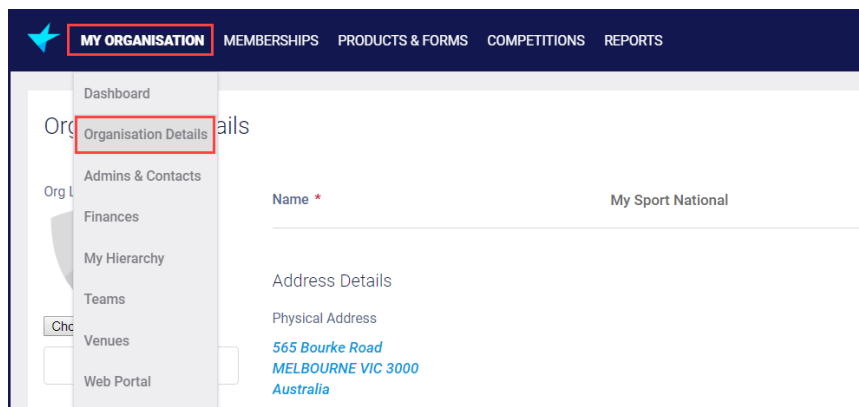


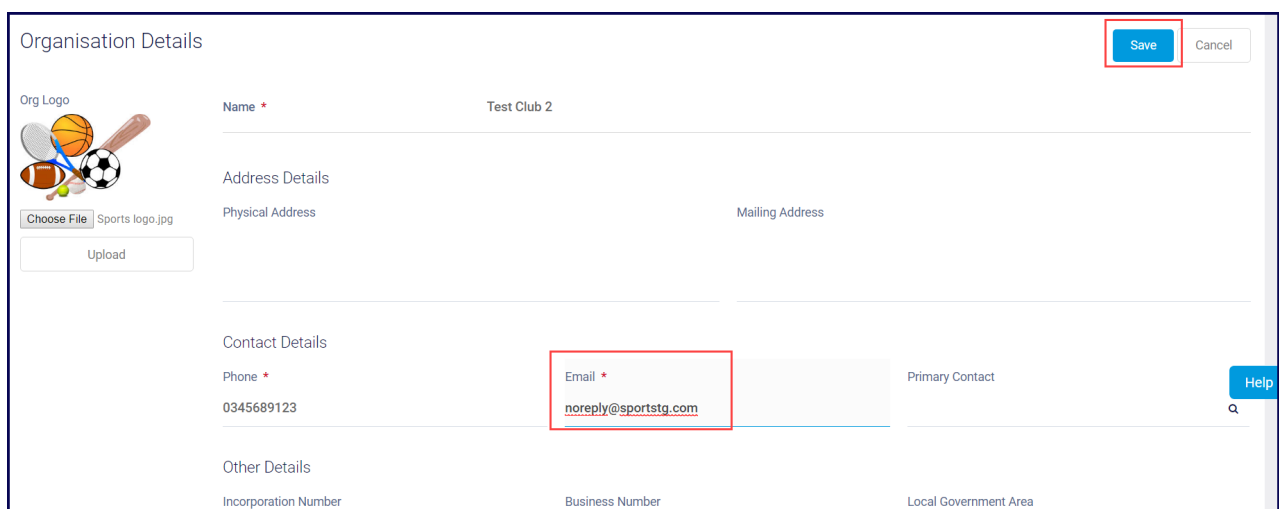
## How do I edit my organisation's contact details?

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Hover over **My Organisation** and select **Organisation Details**.



Click in the line you would like to edit. This makes the field editable.

A screenshot of the 'Organisation Details' form. The form is titled 'Organisation Details' and has a 'Save' button highlighted with a red box. The form contains several sections: 'Org Logo' with a 'Choose File' button and an 'Upload' button; 'Name' with the value 'Test Club 2'; 'Address Details' with 'Physical Address' and 'Mailing Address' fields; 'Contact Details' with 'Phone' (0345689123) and 'Email' (noreply@sportstg.com) fields, where the 'Email' field is highlighted with a red box; and 'Other Details' with 'Incorporation Number', 'Business Number', and 'Local Government Area' fields. A 'Help' button is visible in the bottom right corner.

Make the required changes and click **Save**.

**NOTE:** Any field marked with red asterisk is mandatory.

## Related Articles