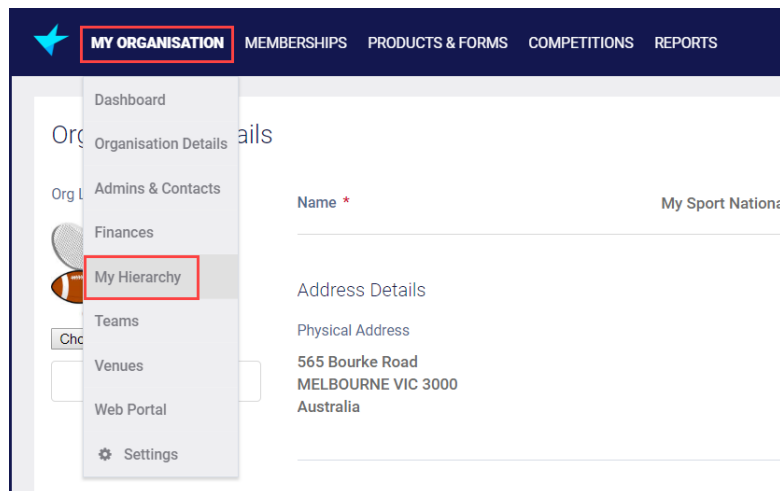


How do I create a new Organisation?

Last Modified on 07/10/2019 3:24 pm AEDT

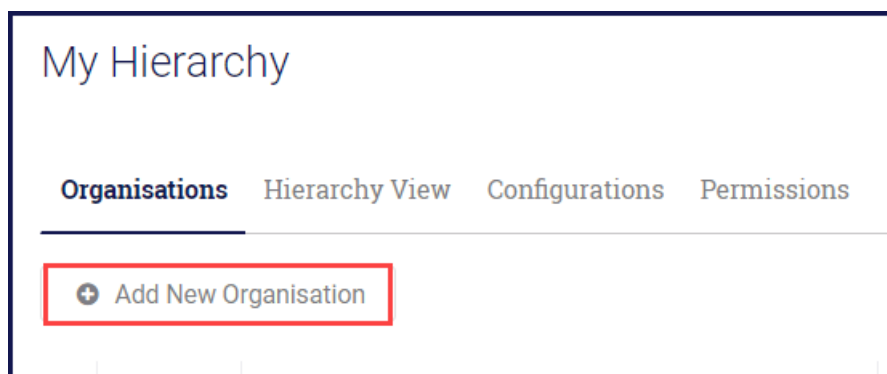
NOTE: This functionality is available only to certain organisations. Please contact your sport to know if you have the ability to use this.

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



Select the **Organisations** tab.

Click **Add New Organisation**.



Give your new organisation a name and an alias.

NOTE: Ensure there are no spaces in the **Organisation Alias** field. If spaces are entered in this field, an error message will display.

New Organisation

Organisation Name *

My First State


Organisation Alias ⓘ *

MFS

Type *

State

Org Logo



Choose File No file chosen

Upload

Phone *

12345678

Email *

noreply@sportstg.com

Parent Organisation *

My Sport National

Save Cancel

Complete the other required information and click **Save**.

NOTE: Ensure you have the correct **Parent Organisation** selected. Once saved, this field is not editable.

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