



GAMEDAY

How do I enter bank details?

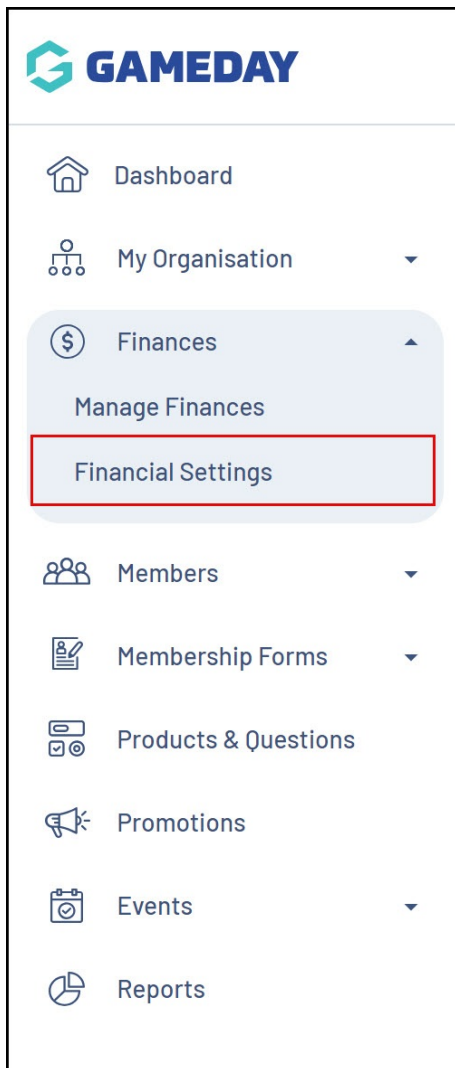
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GameDay's registration and payments functionality allows orders to be processed directly through your organisation database using Membership or Event forms, then settled into a nominated bank account on a weekly basis.

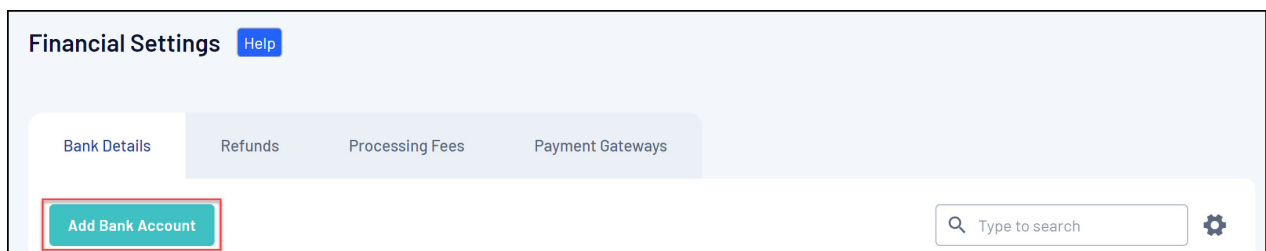
Follow the instructions below to enter your nominated bank account into GameDay to ensure registration funds are able to be settled directly to your organisation.

Note: Only administrators with the **TREASURER** role will be able to add or edit bank account details. [Click here](#) for instructions on how to manage administrator access to your organisation.

1. From your GameDay Dashboard, click **Finances** > **FINANCIAL SETTINGS** on the left-hand menu:



2. From the **Bank Details** tab, click **ADD BANK ACCOUNT**



3. Enter all the required information and click **SAVE**

Add Bank Account ×

Account Name *

BSB *

Account Number *

Belongs To

Currency *

Main Contact Email *

Is Default Bank Account? By selecting this you will override the existing default bank account.

Note: Only one bank account can be the **Default Bank Account**. By ticking the ***Is Default Bank Account*** checkbox, funds will be settled to that bank account automatically.

Currency Validation

Depending on the currency your organisation uses, the fields available when adding a bank account may differ from the above. Please see below for more information on the validation fields used for different currencies.

NZD

Add Bank Account ✕

Account Name *

Account Number * ?

Belongs To

Currency *

Main Contact Email *

Is Default Bank Account?

Note: For New Zealand users, the Account Number should consist of a 2-digit Bank Number, 4-digit Branch Number, 7-digit Account Number and 2 or 3-digit Account Suffix

GBP

Add Bank Account ✕

Account Name *

Sort Code *

Account Number *

Belongs To

Currency *

Main Contact Email *

Is Default Bank Account?

EURO

Add Bank Account ✕

Account Name *

Bank Code *

Account Number *

IBAN * ?

SWIFT/BIC Code * ?

Beneficiary Address * ?

Belongs To

Currency *

Main Contact Email *

Is Default Bank Account?

USD

Add Bank Account ✕

Account Name *

Bank Code *

Account Number *

IBAN * ?

SWIFT/BIC Code * ?

Beneficiary Address * ?

Belongs To

Currency *

Main Contact Email *

Is Default Bank Account?

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