**Introduction to GAA Membership System**

# Member Registration

Clubs must register their players and members for the 2016 season on the GAA Management System which can be accessed by visiting people.gaa.ie/admin. When logged on, the designated Club Administrator (Secretary or Registrar) should go to the 'Register Members' page and complete the necessary steps.

This page will contain the details of all of those people who have been registered with the Club in previous years. To add new members to the Club, go to 'Add and View Members', click on the 'Add' button, select 'Member' and complete the necessary steps.

Please note that anyone whose name is in red on either the 'register' page or the 'add and view member page', is unregistered for the current year.

Please ensure that all members, including all players, are registered. The deadline for registration to allow voting rights is March 31 2016.

E-mail and Telephone Support
For any queries on access to the system, or on the system functionality, please e-mail or call the GAA Management System Helpdesk on:

**E-mail**

* Contact: gaasupport@servasport.com

**Phone**

* ROI: 04890 313 845
* Six Counties & Britain: 02890 313 845
* International: +44 2890 313 845

 **Support Times**

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| **Usual Support Times** | **Out of Hours Support** |
| Monday to Friday: 9 – 5 p.m. | Out of hours support will be in operation for a 6 week period between the 18th of February and 31st of March. Out of hours support times will be as follows:* Monday to Friday: 5 p.m. – 10 p.m.
* Saturday and Sunday: 10 a.m. – 6 p.m.
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# Online Training Documents

The GAA Learning and Development Portal contains a GAA Membership Training Manual and videos explaining the system. To access this information, visit - <http://learning.gaa.ie/gaamanagementsystem>