

## How to Action 90 Day + Offline

BasketballConnect will only allow refunds to be processed through the system within 90 days of payment.

Anytime a refund is required, whether from a transfer or de-registration and the initial payment was made more than **90 days ago**, the participant's details will move to the **action box** on the home screen.

This will give you the information including why the refund is required e.g. de-registration and how much is required from each level.

1	You will notice in your BasketballConnect home screen, you have an action box titled <b>90 Day +</b>	BasketballConnect Home										
		Actions Required Actions De-Registration Transfer 90 Day + Offline Clearances Government Youch										
		98	>	O >	(	O >	8 D Awaiting Refund	O Pending I	>	O Pending		
	Offline	Competitions (	Overview									
	If you select the <b>arrow</b> in the action box, you will see a list of participants who will require an offline refund.	Membership Type	Paid 🌲	Type 🌲	Affiliate 🌲	Competition Organiser	¢ State ≑	Linked State	Action			
2		Player	\$382.61	De- register	\$15.00 🔺	\$120.00	\$0.00 🖌	N/A				
		Player	\$103.68	De- register	\$10.34 🔺	\$93.34	\$0.00 🗸	N/A				
		Player	\$84.00	De- register	\$0.00 🖌	\$84.00	\$0.00 🗸	N/A				
		Player	\$168.61	Transfer	N/A	\$97.00	N/A	N/A	•••			
		Player	\$335.61	De- register	\$47.00 🔺	\$217.00	\$0.00 🖌	N/A				
		Player	\$155.55	De- register	\$15.51 🔺	\$140.04	\$0.00 🗸	N/A				
		Player	\$54.25	Transfer	N/A	\$54.25	N/A	N/A				



		embership 'pe	Paid 🌲	Туре 🌲	Affiliate ;	€ Competi Organise		State 🍦	Linked State	Action	
3	Once you have refunded the fees to the participant offline, select the <b>3</b> <b>dots</b> on the right hand side next to the participant you have refunded	ayer	\$382.61	De- register	\$15.00	<b>▲</b> \$120.0	0 🔺	\$0.00 🖌	N/A		
		ayer	\$103.68	De- register	\$10.34	▲ \$93.34	A	\$0.00 <b>r</b>	N/A	•••	
		ayer	\$84.00	De- register	\$0.00	✔ \$84.00	A	\$0.00 <b>/</b>	N/A	***	
		ayer	\$168.61	Transfer	N/A	\$97.00	A	N/A	N/A	•••	
		ayer	\$335.61	De- register	\$47.00	<b>▲</b> \$217.0	0 🔺	\$0.00 v	N/A	•••	
		ayer	\$155.55	De- register	\$15.51	<b>A</b> \$140.0	4 🔺	\$0.00 <b>r</b>	N/A	•••	
	Select <b>Refunded</b> Offline	Members Type	hip ∳ Pa	id 🌲 T	ype 🌲	Affiliate 🌲	Competi Organise	-	State 🌲	Linked State	Action
		Player	\$3	382.61	e- egister	\$15.00 🛕	\$120.0	0 🔺	\$0.00 🖌	N/A	
4		Player	\$1	03.68	e- egister	\$10.34 🔺	\$93.34	A	\$0.00 🗸	Review Refunded Offlir	ne
		Player	\$8	34.00	e- egister	\$0.00 🖌	\$84.00	A	\$0.00 🗸	N/A	•••