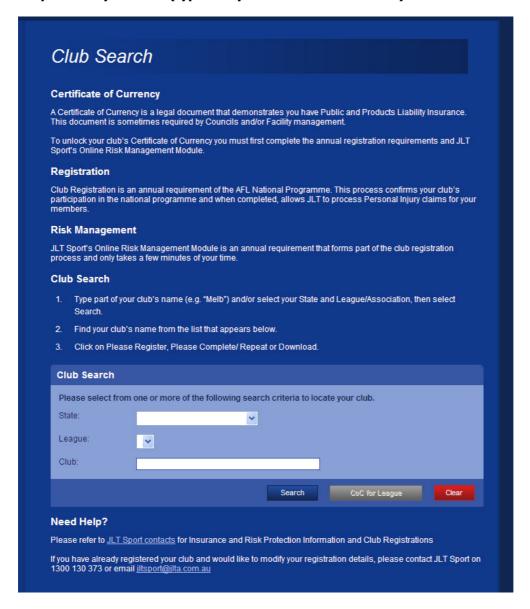


## Australian Football National Risk Protection Programme

## **How to Access your Certificate of Currency**

www.jltsport.com.au/afl

Step 1: Find your club (type a key word in the 'Club' field)



Step 2: Check your club's status



Your club's **Certificate of Currency** is only accessible once you have completed JLT Sport's Online Risk Management Module at least once.

## Step 3: Click on the option that corresponds to your club (see below for details)

## **Definitions:**



"**Please Register**" means that you have not yet registered for Season 2010 of the Australian Football National Risk Protection Programme. By clicking this button you will begin the Registration process.



"Registered" means that you have successfully completed the online registration process for Season 2010.



"Please Complete" means that you have not yet completed JLT Sport's Online Risk Management Training Module. This module is compulsory for all clubs. By clicking this button you will taken to the Risk Management page.

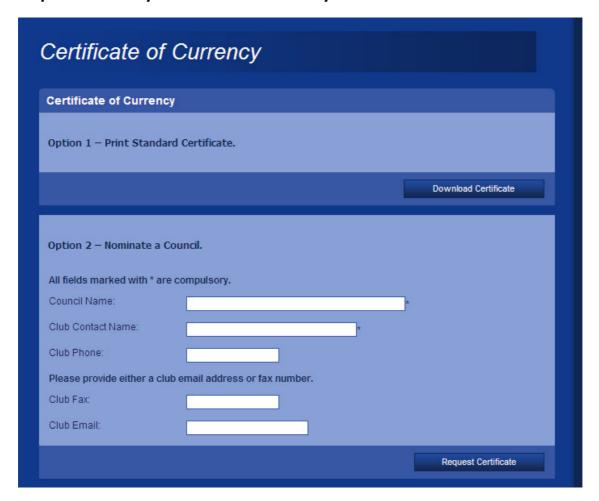


"**Repeat**" means that you have successfully completed JLT Sport's Online Risk Management Training Module. You may repeat this module as often as you wish, or you may like other club members to complete it for training purposes. By clicking this button you will return to the Risk Management page.



"**Download**" means that you can access your Certificate of Currency. This button will only appear once you have completed registration and the compulsory Risk Management Training Module. By clicking this button you will be taken to the Certificate of Currency page.

**Step 4: Download your Certificate of Currency** 



**Option 1** – Download the standard Certificate of Currency

**Option 2** – Request for a council to be noted as an interested party on the Certificate of Currency (this request will be sent directly to JLT Sport and a Certificate will be emailed/faxed/posted within 48 hours).