



## Manual Payments

The following document is a step-by-step guide on how players can make payments through their online player portal.

### Step 1:

- Go to <https://stadium34.spawtz.com/Login.aspx> and login using your email address and password.

STADIUM34 GO TO MAIN SITE >

Email address:

Password:

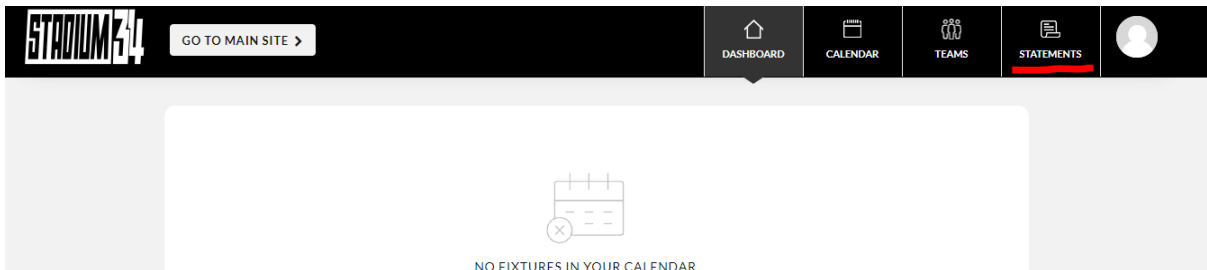
Remember me

[Forgotten your password?](#)

Login

### Step 2:

- Once logged in click the “**Statements**” option in the menu.



### Step 3:

- You will then see the total amount owing against your team. Click the “**make payment for this bill**” green button.

STADIUM34 GO TO MAIN SITE >

DASHBOARD CALENDAR TEAMS STATEMENTS

### My Statement

Bill To: Adline Support Do not page

Due/Paid	Description	Fees	Payments	Balance
15 Jan 2021	League Fee (League Fee)	500.00		500.00
		<b>Outstanding Balance:</b>		<b>500.00</b>
		<b>Total Balance:</b>		<b>500.00</b>

[Make a payment for this bill](#)

#### Step 4:

- You will then type into the box the amount **you will need to pay** based on the number of players your team has and the agreed individual amount which will total \$500. Then hit the **“Make Payment”** button.  
**For Example** - \$500 / 8 players = \$62.50 (Each player would type 62.50 into the box and then hit make payment)
- If you are a captain/organiser and you are paying the whole amount on behalf of your team, please type in the full amount (500). You can then collect payments from your players.

The screenshot shows the 'Make payment for' interface. At the top, there is a navigation bar with the Stadium 34 logo, a 'GO TO MAIN SITE >' button, and icons for Dashboard, Calendar, Teams, Statements, and a user profile. The main content area has a white card with the title 'Make payment for:'. Below the title, there is a checked checkbox for 'League Fee (League Fee)' with a value of '500.00' to its right. In the center, the text 'Total Amount' is displayed above a text input field containing '100.00'. At the bottom of the card, there are two buttons: a green 'Make Payment' button and a grey 'Cancel' button.

#### Step 5:

- Continue to the payment page and finalise your payment by entering your card details and hitting the **“Pay Now”** button.

The screenshot shows the 'Your order summary' and card payment interface. The navigation bar is identical to the previous screenshot. The main content area has a white card with the title 'Your order summary'. Below the title, it lists 'League Fee (League Fee) (Part payment)' and shows a 'Total: \$102.09' with a note '\*Includes payment gateway commission of \$2.09'. Below this, the text 'Please enter your card details below' is displayed. There is a text input field for 'Card number' and a smaller field for 'MM / YY CVC'. Below the input fields, there are logos for VISA, MasterCard, and American Express, along with a 'Powered by stripe' logo. At the bottom of the card, there is a large green button labeled 'Pay Now'.