

Club Information

Introduction

Quick Answer

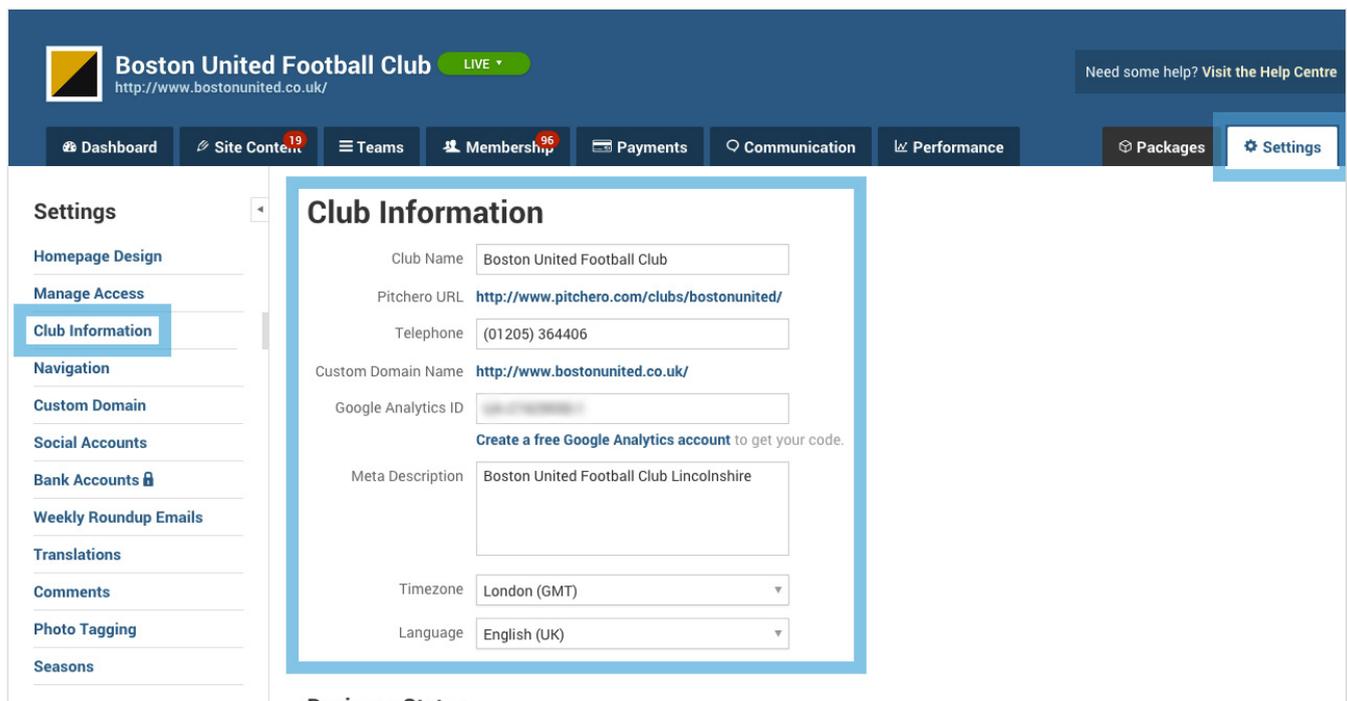
- Login to your **Club Control Panel**.
- Click the **Settings** tab.
- Click the **Club Information** link.

Within Club Information, a club can update address and location details, business status and timezone.

Name, Address & Time Zone

Access your Club Control Panel and click the 'Settings' tab, then select 'Club Information' from the left-hand menu.

Here you can add or edit your club name, telephone number, time zone and language.



The screenshot shows the Club Information settings page for Boston United Football Club. The page is part of a dashboard with a dark blue header. The header includes the club name, a 'LIVE' status indicator, and a 'Need some help? Visit the Help Centre' link. Below the header is a navigation bar with tabs for Dashboard, Site Content (19), Teams, Membership (96), Payments, Communication, Performance, Packages, and Settings. The Settings tab is active, and the 'Club Information' sub-tab is selected in the left-hand menu. The main content area is titled 'Club Information' and contains several form fields: Club Name (Boston United Football Club), Pitchero URL (http://www.pitchero.com/clubs/bostonunited/), Telephone ((01205) 364406), Custom Domain Name (http://www.bostonunited.co.uk/), Google Analytics ID (with a link to create a free account), Meta Description (Boston United Football Club Lincolnshire), Timezone (London (GMT)), and Language (English (UK)). Below the Club Information section, the 'Business Status' section is partially visible.

Once completed, click the green 'Save' button located at the bottom of the page.

For clubs on the Standard or Pro packages, there is also the option to link your Google Analytics ID to your website, and to create your own meta description.

Boston United Football Club LIVE
http://www.bostonunited.co.uk/

Need some help? Visit the Help Centre

Dashboard Site Contents (19) Teams Memberships (96) Payments Communication Performance Packages Settings

Settings

- Homepage Design
- Manage Access
- Club Information
- Navigation
- Custom Domain
- Social Accounts
- Bank Accounts
- Weekly Roundup Emails
- Translations
- Comments
- Photo Tagging
- Seasons

Club Information

Club Name: Boston United Football Club

Pitchero URL: http://www.pitchero.com/clubs/bostonunited/

Telephone: (01205) 364406

Custom Domain Name: http://www.bostonunited.co.uk/

Google Analytics ID: [Redacted]

[Create a free Google Analytics account](#) to get your code.

Meta Description: Boston United Football Club Lincolnshire

Timezone: London (GMT)

Language: English (UK)

Business Status

Google Analytics is a great tool which provides extensive statistics on your website's performance. Adding a meta description helps to personalise the content you want to appear when visitors search for your website on search engines.

Please Note

If you need to change your website's URL, please contact our Support Team.

Business Status

Access your Club Control Panel and click the 'Settings' tab, then select 'Club Information' from the left-hand menu.

Scroll down to set your business status to either 'In Business' or 'Consumer'.

- **In Business** - defines a club which receives any form of revenue, whether that be through collecting membership fees, or a refreshment stall. This category can include registered charities and informal groups.
- **Consumer** - defines a club that does NOT collect any fees or sell any merchandise or products.

Social Accounts

Bank Accounts

Weekly Roundup Emails

Translations

Comments

Photo Tagging

Seasons

[Create a free Google Analytics account](#) to get your code.

Meta Description: Boston United Football Club Football club Lincolnshire

Timezone: London (GMT)

Language: English (UK)

Business Status

In Business

In Business
 If your club do any of the following: Collect membership fees / subs, sell goods (team kit / socks), operate a bar or refreshments stall.

Consumer
 If your club is a group of volunteers that meet up informally to play sport and do NOT collect fees or run a shop / refreshments stall etc.

Club Location

Postcode search

Address 1

Address 2

Once you have selected a business status, click the green 'Save' button at the bottom of the page.

Please Note

The 'Business Status' is used to determine what tax rate is applied to your invoices.

Especially if your club is outside the UK but within the EU, it is essential that you set your business status correctly.

All UK clubs, whether they are 'In Business' or 'Consumer' will have the standard 20% tax rate applied to all invoices.

Locations

Access your Club Control Panel and click the 'Settings' tab, then select 'Club Information' from the left-hand menu.

Scroll down the page to the 'Club Location' area, enter your club's primary post code and click the address option in the drop-down.

- Custom Domain
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- Bank Accounts
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Google Analytics ID
[Create a free Google Analytics account](#) to get your code.

Meta Description

Timezone

Language

Business Status

In Business
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Club Location

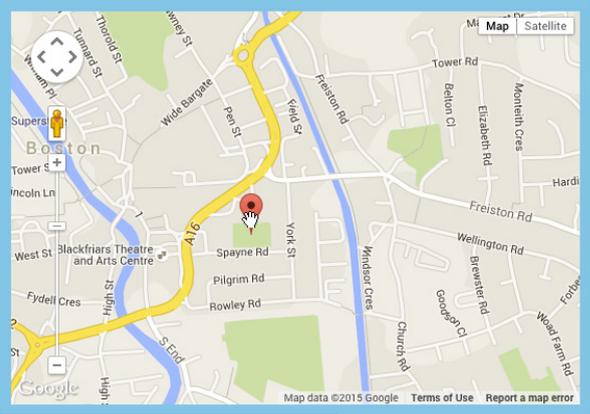
Postcode search

Boston PE21 6JN, United Kingdom
powered by Google

Use the map to identify the exact location for your club by dragging the red pin, then enter the remaining address details in the relevant fields.

Club Location

Postcode search



Finally, click the green 'Save' button at the bottom of the page to confirm these changes.

Additional locations can be entered as 'Secondary Locations' by repeating the process described above.

Top Tip

There are no limits to the number of secondary locations you can add to your 'Club Information' page. This is very useful if matches are played at different locations, or if your training facilities are at a separate location to your main clubhouse or ground.
