

Submitting Registration Forms

Based on the issues caused by the magnitude of other emails we are now getting, as of 2018 B.A.N.S.W. will no longer want registration paperwork via email.

To facilitate this change, we are providing an upload portal through your band login.

After you have entered your user name and password, you will notice a new menu item in the band login Menu.

Select the Upload Registration Forms option and you will see a dialog where you are requested to choose a file. Once the file has been selected, press upload file and wait till the file has been uploaded.

The best way to create the files of your registration paperwork is to use the scanner that comes with the cheapest multifunction printer these days. Or you can use an App like the "HP all in one Printer remote" on your phone. However photos are almost never as good as a scan.

The output files must be in an image format such as PDF, JPG, JPEG, PNG or GIFF

Maximum file size is 10mega bytes, smaller is quicker and better.

The settings should be set to **Text / Black and White, no more than 300 * 300 resolution.**

The files should if possible be named with the Band Name or initials of your band followed by a brief description

File marked as BANSW Registration 2018 are not much help

For assistance email me at registrar@bandnsw.com

Ian Madden

HON Registrar

B.A.N.S.W.