

Soccer Village Club Uniform Ordering System Instructions

****Any order inquiries please direct to us in an email to sales@soccervillage.com for quicker response rates.****

Customer Service Office Hours: Monday – Friday 9:00-6:00

Phone Number: (513)489-5425 option 1 or 1-800-483-2690 option 1

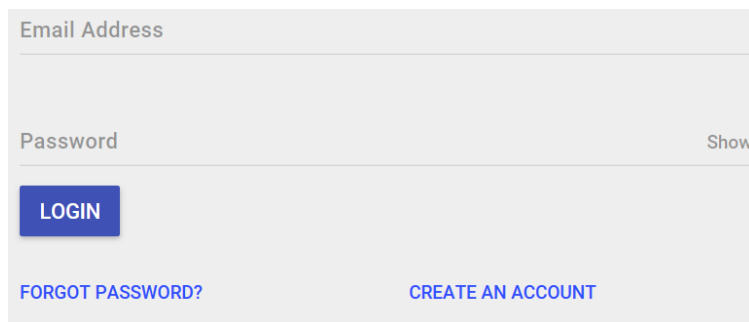
Soccer Village Team Hub platform is optimized for phone, tablet and PC. Please save the link for future orders.

1. Either begin by going to www.soccervillage.com and selecting the box below

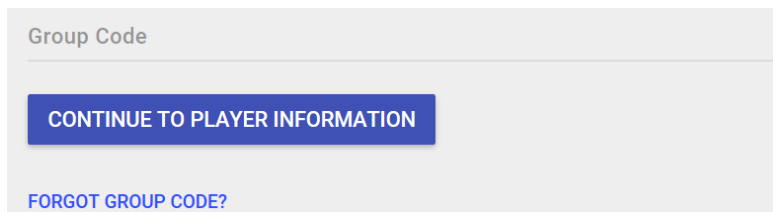


Or directly enter the link <https://clubs.soccervillageteam.com/#/>

2. Enter your email address and password if you have previously ordered or if you are a new user select Create an Account. ****Do not register using your child's information, a parent or Guardian over the age of 18 must be registered for the order to be accepted.****

A light gray rectangular form. At the top, there is a text input field labeled "Email Address". Below it is another text input field labeled "Password" with a "Show" link to its right. Under the password field is a blue button with the text "LOGIN" in white. At the bottom of the form, there are two blue links: "FORGOT PASSWORD?" on the left and "CREATE AN ACCOUNT" on the right.

3. You will be asked for the group code for your club. The club will provide that code to you. Enter the group code and hit Continue to Player Information.

A light gray rectangular form. At the top, there is a text input field labeled "Group Code". Below the input field is a blue button with the text "CONTINUE TO PLAYER INFORMATION" in white. At the bottom of the form, there is a blue link that says "FORGOT GROUP CODE?".

4. Next enter the basic information for the player you are ordering for. All fields are required but you will not need to provide the player number assignment, the club will submit that directly to Soccer Village.
5. Select how the player was fitted or if they were not fitted in samples before ordering and click Go to Team Site.
6. Now select the items, sizes and quantities that are needed and add the items to your cart.
7. Once all items needed are added click the cart in the upper right hand corner to review order and check out.
8. If order is confirmed the final page will allow you to enter your payment, billing and shipping information and then submit your order.
9. You will receive an email confirmation with an order number as soon as that order is placed.

