

SAPF Online Affiliation – common issues and how to fix them

1. Once you have affiliated you should receive an email with the subject “Form Submission from : Online Affiliation”. The email will contain all the field values you typed in.
2. If you don’t receive the confirmation email, check for an error message at the top of the affiliation page. In most cases, the fields with errors will be outlined in **red**. Check whether you have omitted a mandatory field.
3. If you need to fix an error and resubmit the form, you must also re-attach all the files to be uploaded (ID, Acknowledgement, Proof of Payment and ADEL certificate) before clicking the button again.
4. If you get the message that one of your files to be uploaded is too big, you need to save it as a smaller version. This is especially common if your saved file is a phone picture – they can be 4M in size. You can save a smaller version by emailing it to yourself, or sending it to someone via Whatsapp, or inserting it into a Word doc and saving that. If you still struggle, contact me to assist.
5. You will be able to submit your affiliation without attaching an ADEL certificate for now, but you will need to complete the ADEL training and send your certificate to Heather.Leighton@powerlifting.sport or admin@powerlifting.co.za before you compete in your first competition.

Heather Leighton
082 606 2634
Heather.Leighton@powerlifting.sport