Self-Exclusion Process

- Patron approaches staff
- Patron is taken to private area
- Staff advise supervisor or manager
- Supervisor or manager to handle self-exclusion request
- Patron provided with player information brochure
- Request to take a photo of the patron (Passport style headshot)
- Staff to log into ClubSAFE MVSE website (mvse.com.au). Instructions on MVSE website and login process attached
- Go through the self-exclusion process on MVSE website
- Print two copies of self-exclusion deed
- Patron signs the deed of exclusion. One copy for them, one copy for the club.
- Self-exclusion commences immediately afterwards

If an excluded patron askes to have their self-exclusion lifted they must contact ClubSAFE on 1800 997766



Scan this QR code to access STS Staff Responsible Gaming Webpage https://www.southtweedsports.com.au/gambling-code-of-practice-staff-page30062023/

MVSE website <u>www.mvse.com.au</u>

Home page – enter your email address and password – login

	MVSE Multi-Venue Self-Exclusion
To log in to	b this site, your browser must accept cookies from the domain <i>mvse.com.au</i> .
Email address	•
brendanw@south	itweedsports.com.au
Password *	
•••••	
	Login
	Forgot Password? Activate Account

If 2FA is setup on your account, then enter the code that was sent to your phone and press login. *Don't press enter as this wont work. You need to click on the Login button

Login	
1. 🖵 Click 'SMS verification code''	
SMS verification code	
2. Enter the code below and proceed to login.	
Login	



Select the create self exclusion

Search name t they have a cu

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106541 657159

Search for the patron

me to see if a current self exclusion		Search ID / First name / Last name / Full name O Search			
		Type the name of a patron and click	'search'.		
u					
S**** Walsh	WINDALE NSW 2306		Active	Select	
P***** Walsh	Wagga Wagga NSW 2650		Inactive	✓ Select	
P**** Walsh	ANNA BAY NSW 2316		Active	✓ Select	
		ireate new patron			

If they don't appear in the list press create new patron at the bottom of the list

Follow the prompts all the way through the process.

You may need to take a photo if it is a new exclusion.

Follow the instructions to take an appropriate headshot

Once you have completed the online deed print off 2 copies and have the patron sign both copies and you sign as the witness on both copies. Give one copy to the patron and return one copy to Brendan or Alex.

Once completed tick the box and press finalise to start the self exclusion.

If there are any issues with signing in or completing the deed online there is a hard copy available. This can be downloaded and printed from the staff responsible gambling webpage.