



# SAHFTA

South African Hunter Field Target Association

## Member Portal Setup Guide

Activate online access to your SAHFTA membership

### Welcome to your SAHFTA member portal.

Linking your membership lets you view your verified competition scores, track your top-6 average, see your tier progress, set goals, earn achievements, and RSVP for Provincial and National events. Follow the steps below – it takes about a minute.

1

#### Open the SAHFTA website

Go to [www.sahfta.org.za](http://www.sahfta.org.za) in your browser. Click the Login button in the top-right of the navigation bar.

2

#### Click "Set up access"

Below the email/password fields on the login page, click the link that says "SAHFTA member without an online account? Set up access".

3

#### Verify your identity

Enter your SAHFTA membership number (in the format XX-XXXX, e.g. 19-5001) and your 13-digit South African ID number. These must match the details we have on file for your membership.

4

#### Add an email and choose a password

If we don't already have an email address for you, you'll be asked to provide one – it's used for password resets and important account notices. Then choose a strong password (at least 6 characters, with uppercase, lowercase, a digit, and a special character).

5

#### You're in!

You'll land on your personal dashboard. From here you can view My Scores, set a season goal, see your achievements, and RSVP for upcoming Provincial and Nationals events. Sign in any time using either your membership number or your email address.

#### A few tips

- Membership number format is two digits, a hyphen, then four digits – for example, **19-5001**.
- Already a club admin? Sign in with your existing account first, then visit Set up access – your existing user will simply be linked to your member record (no new password needed).
- If your SA ID number isn't recognised, contact a SAHFTA administrator – your member record may need an update.
- You can RSVP for Nationals and Provincials without signing in by using your SA ID, but a portal account unlocks the full experience.

### What you get with the portal

- My Scores: every verified score for the current season, with percentage trend chart and per-event positions.
- Dashboard: top-6 average, tier badge (Grey → Black → Blue → Green → Protea), year-over-year delta, and personal bests.
- Goals: set a target top-6 average for the season and track progress.
- Achievements: badges for milestone scores and event participation.
- Event RSVP: respond Going / Tentative / Not going for Provincial and National events.

**Need help?**

Email us and a SAHFTA administrator will get back to you.

[admin@sahfta.org.za](mailto:admin@sahfta.org.za)