

How do I adjust my organisation's pinned address on the Locator?

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When using the Locator feature, the pinned address that appears on the map if your venue is published can be manually adjusted if necessary using the following process:

1. In the left-hand menu, click **Registrations** > **LOCATOR**

| GAMEDAY | | | | | |
|--|----------------|---|--|--|--|
| GameDay Passport Training Association | | | | | |
| | Dashboard | | | | |
| 222 | Members | • | | | |
| P | Competitions | • | | | |
| | Clubs | • | | | |
| 9Z | Teams | | | | |
| <u></u> | Communications | | | | |
| 80 | Registrations | | | | |

| Payment Configuration | | | | | | |
|---------------------------|----------|----------|-------|--|--|--|
| Pr | Products | | | | | |
| Promo Codes NEW | | | | | | |
| Registration Forms | | | | | | |
| Payment Splits | | | | | | |
| Locator | | | | | | |
| | | | | | | |
| 288 | 92 | Q | P | | | |
| Members | Teams | Clubs | Comps | | | |

2. Scroll down to the **Map** field at the bottom of the page, then drag and drop the **RED PIN** to a new location on the map



3. Click UPDATE LOCATOR

