

FACT SHEET

How to redeem an Active Kids Voucher

A guide for Surf Life Saving Clubs

Step 1

Parents first need to apply for their voucher on Service NSW. When they register their child for Nippers / Surf Life Saving, they will need to give you the following details:

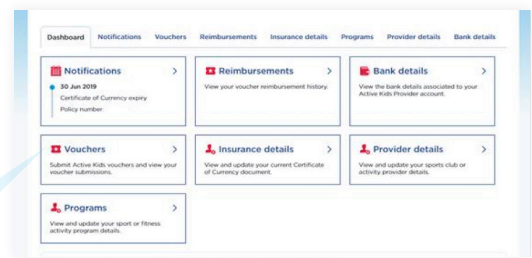
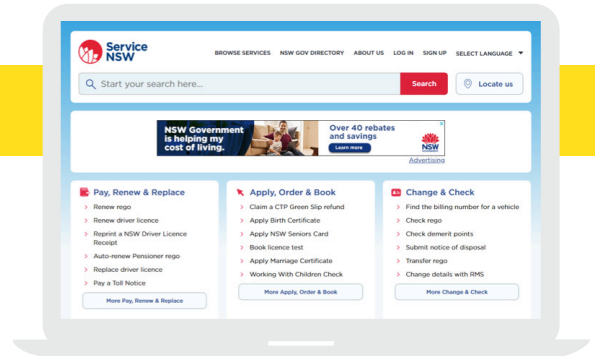
- Voucher Number
- Child's Name
- Child's date of birth

Step 2

Once you have this information to redeem the vouchers, log in to your Service NSW account and select your SLSC.

Once in your business account, select **Active Kids Dashboard**.

On the Active Kids Dashboard you will see the **Vouchers** tab.

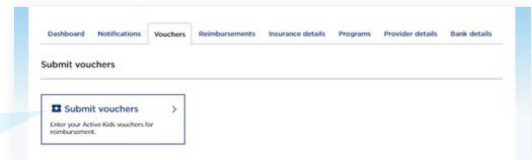


 [Vouchers >](#)

Step 3

Click on the tab and you will see **Submit vouchers**.

 [Submit Vouchers >](#)



Step 4

Enter the details provided by parents and the amount of money you are wanting to claim, then click **Redeem**.

You will be able to enter as many vouchers as you like. Click Submit when you are done entering that batch/ voucher.

The money will be paid by Service NSW into the bank account that you provided. These bank account details can be checked via the dashboard.

NB: Please note as soon as you click Redeem Voucher, that voucher has been used. Do not test to see if it works for \$1 as that is what the voucher will be redeemed for.

