

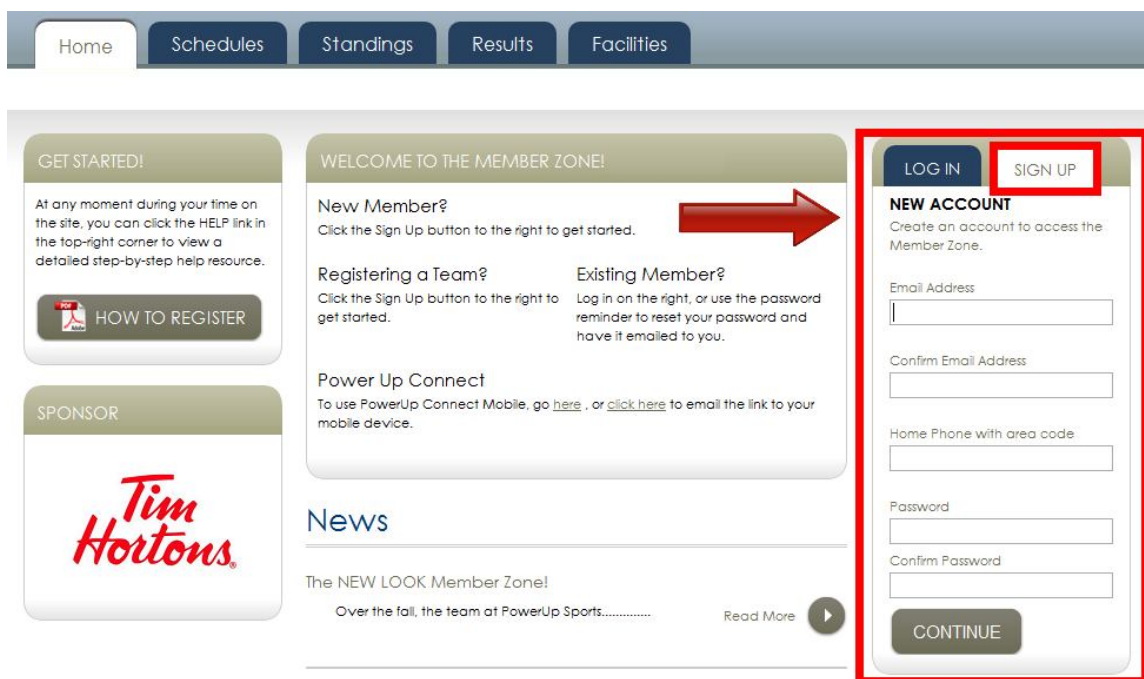
HOW TO REGISTER

DO YOU HAVE AN ACCOUNT?

To use the online registration system you need a profile. However, if you are a returning customer there is no need to re-create your profile season after season.

Answer – No, I have never used this online system before.

You need to create a new family profile. Click the **SIGN UP** tab on the right hand side of the page.



Enter your email address, home phone number and select a password in the appropriate spaces. Re-enter your password for confirmation then click **Continue**.

GUARDIAN PROFILE > On the next page enter **your** (Parent/Guardian) information.

Once the guardian profile is setup you can add family members (players) to the family profile. Family members can be added by clicking the **PROFILE** tab (top of page) then selecting **Add a Family Member**.

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Do you have an account? (Continued.....)

Answer – I'm not sure.

Enter your email address in the **FORGOT YOUR PASSWORD** area below. If the email you enter is already in the system, an email containing a new password will be sent to that address.

Still not sure? Contact your club office to check the system, as *you may be charged for creating a duplicate profile.*

Answer – Yes I have an account.

Enter your email address and password in the space provided under the LOG IN tab.

The screenshot shows the website's navigation bar with 'Home', 'Schedules', 'Standings', 'Results', and 'Facilities'. The main content area is titled 'WELCOME TO THE MEMBER ZONE!' and includes sections for 'GET STARTED!', 'SPONSOR' (Tim Hortons), and 'News'. The 'LOG IN' and 'SIGN UP' buttons are highlighted with a red box. A red arrow points from the 'Existing Member?' text to the 'LOG IN' button. Below the 'LOG IN' form is the 'FORGOT YOUR PASSWORD?' form.

If you can't remember your password, enter your email address in the **FORGOT YOUR PASSWORD** area below. The system will email a new password to that address.

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REGISTERING



To begin registration, click the **REGISTER NOW** button that is located in the **PLAY REGISTRATIONS** box.

1. Choose Programs

The program(s) that are available for your family members will be shown. Choose the program by clicking on the box provided beside it.

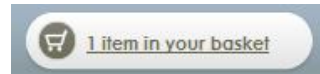
When you are finished your selections, click Add to Basket.

2. Review your Basket

The programs that you chose will appear along with the price in your shopping basket. If you are satisfied with the information, click **Checkout**.

If you need to add more registrations, click the Register Now button. This returns you to Step 1 (*Choose Programs*).

When you have items in your basket, you can return to it at any time by clicking the basket link located in the upper right of your screen..



3. Questionnaire (Additional Info)

Complete the questionnaire as directed. This information is usually required for each registrant (player/registered family member).

4. Payment Method

Choose from the available payment methods, then click **Continue**.

5. Payment

Review all the contents of your order. To complete the purchase:

- Place check mark in the box to certify that all dates of birth are correct
- Enter Credit Card Information (Credit Card Payments Only)
- Click Submit

6. Confirmation

If your transaction was successful you will see a screen like this one:

Confirmation

Thank You!

Your order transaction was successful and will be processed during our regular office hours.

Your **ORDER NUMBER** is: [# 1582](#)

Click the order number above to view the details and print a copy of the order. An email of the Order information has been sent to your email account on file. Please ensure that in your email account settings, admin@soccer.ca is added to your Safe List.

Volunteer

Interested in Volunteering or becoming a Member?

If this is your game, [sign up now](#) to register as a coach, assistant coach, referee, convenor, volunteer and/or parent rep.

To view/print your receipt, click on the #order number. You will also be emailed a copy of your receipt.

If you do not see this screen or receive an email confirming your purchase, you may wish to double check with your club that you order/was received.