## APPLYING FOR MEMBERSHIP

## PART 1: CREATE ACCOUNT

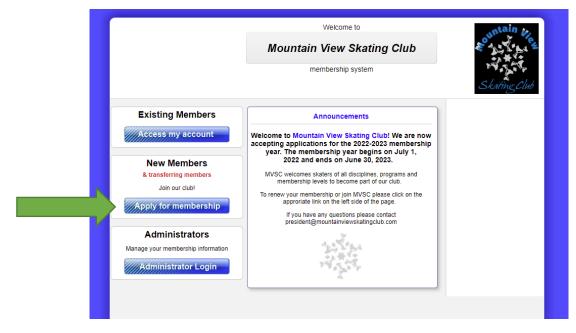
Step 1: Go to EntryEeze.com > Click on "Find your home club"

	iere solution for your o	competition &	membership needs
Skaters Register for (or login to) a competition Start here	Coaches Access your "EntryEeze Global" account Login here I need to sign up for an account	Officials Referee Login Accountant Login Global Music Login	Membership / Testing Find your home club Find a test session
Home Active competitions See us on a world map Competition Hosting	Figure Ska Harness the power of the The EntryEeze system modernizes figure the flexibility of the web with the convenient	skating competitions and me	mbership management. We combine
Sign up! How it works	competition management off your shoulde time and decrease stress. Reliable and affordable You'll have access to your data 24 x 7 x 34		
FAQ Membership Tracking	weekends to answer your questions. Soft to minimize disruption of site availability. Ask to see a live demon	ware updates are usually dep	and the second
Sign up!	We can demonstrate the features of either which includes a dial-in number to facilitate		

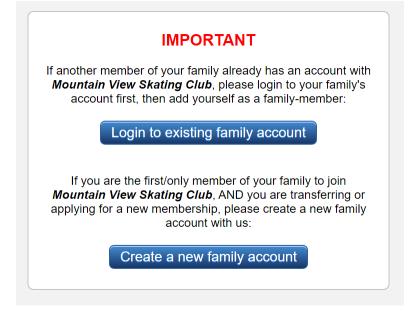
Step 2: Type in Mountain View Skating Club > Click on "Go to club"

	b, begin entering its name in the box below. You'll be shown a list of sk ered text. Click the correct club to select it, then click the "Go to club"	
Home-club quick-search:	Type or select your club's name: Mountain View Skating Club	- Go to club

## Step 3: New members: Click "Apply for membership"



Step 4: Click on "Create a new family account" and then enter numbers shown on screen.



Step 5: Fill out skater or parent information (both will be needed if skater is under 18).

\*\*Make sure to enter a valid email address. You will need access to this email to verify identity in the next step.

First Name:	
Last Name:	
Date of Birth:	-monthdayyear
Gender:	- select -
USFS # (if applicable):	(or enter LTS USA #)
U.S. Citizen?	- select -
Primary Phone #:	
Second Phone #:	
Email:	
2nd Email:	
	— Mailing Address —
Address type:	I have a U.S. or Canadian address 🔻
Address Line 1:	
Address Line 2:	
City:	
	Alabama
State / Province:	, addania

After clicking "Save personal information" you should see this screen:

Thank you
Your membership account has been created.
We have sent an email to you, which includes instructions for validating your account. After validating your account, you will be able to establish your password and then apply for membership with <b>Mountain View Skating Club</b> .
If you do not receive the email, please contact Sarah Mitchell at Mountain View Skating Club.
This browser window can now be closed.

Open your email, click on the link, and create a password.

Step 6: Once your account is created, under "Manage My Family" add any additional family members as necessary. You will see a list form on the left as they are created.

\*\*CHILDREN UNDER 18 WILL NEED A PARENT ON THE ACCOUNT AS WELL SO BE SURE TO FILL OUT INFORMATION FOR BOTH PARENT AND CHILD(REN).

## PART 2: APPLY FOR MEMBERSHIP

Step 1: Once inside your member portal, go to the "Apply/Renew" tab



Step 2: If needed, click on View membership options. This will open a pop-up with all membership types, prices, and descriptions. Use the drop down arrow and choose the membership option for *each* family member.

\*\*AN ERROR WILL OCCUR IF YOU TRY TO PURCHASE A CHILD MEMBERSHIP WITHOUT A PARENT/GUARDIAN ON THE ACCOUNT AS WELL.

Skating Club	Change Dassword	Sign out Return to home page
First Time Junior (under 18) \$75.00		
First time joining a skating club. Skater is in a Learn to Skate level. Requires parent/adult membership as well.	Renew My Calendar Volunteer Donations Tes	t Sessions Merchandise Contract Ice Fi
Junior (under 18) \$105.00		
Skater is a minor in a Learn to Skate level. Requires parent/adult membership as well.	To add a new family member, click the "Manage	My Family" tab above
Addl Junior (under 18) \$49.00	Membership Type	Available Options
An additional junior skater in the same family. Requires an adult membership and/or another skater membership.	t - select a membership -	Apply Renew Upgrade
Junior Parent/Guardian \$49.00		
Parent or guardian of a minor junior skater.		
First Time Junior (18 and up) \$75.00		
Junior (18 and up) \$115.00		
Skater is over 18 and skates at the Learn to Skate level.	•	

Step 3: Click "Apply" and sign the waivers. (This will need to be done separately for each family member)

	We need some additional information from you. Please help us by completing this form (required fields are marked with **)
7	<ul> <li>Mountain View Skating Club is a non-profit organization. Our purpose is to support the advancement of our skaters, encourage good sportsmanship and carry out the general policies of the United States Figure Skating Association.</li> <li>Club Publicity - I understand that at any / all Mountain View Skating Club events, my / my skater's picture(s), competition results, etc. can / may be used in club marketing including but not limited to the MVSC website, MVSC Facebook, video productions, posters, banners, etc.</li> <li>SafeSport Statement – I have read and understand the USFSA SafeSport statement and I agree to abide by the SafeSport standards.</li> <li>MVSC ByLaws – I have read, I understand, and I agree to abide by the by-laws and code of conduct of the MVSC and the US Figure Skating Association.</li> <li>Signature of parent or guardian:</li> </ul>
	Use finger/stylus for touch-screens, or mouse to sign Save this signature

Step 4: Clicking "Save" adds the membership to the cart and takes you here:

Your application has been placed into your shopping cart.

Process another family member Go to shopping cart & complete checkout

Click on "Process another family member" as necessary to repeat Step 2 & 3 for each member.

Step 5: Go to shopping cart & complete checkout will walk through the checkout process. You will also get a warning if something in your cart is wrong – for example, you have a minor skater but no adult membership.

\*\*PLEASE EMAIL SARAH AT <u>PRESIDENT@MOUNTAINVIEWSKATING.COM</u> IF YOU GET AN ERROR AND DON'T KNOW WHY.