

A1. Club Level:  
Content | Look  
& Feel Page  
Header Image

The screenshot shows the top portion of a website. At the top is a dark blue header with the text "Competitive Club" in white, followed by "THE ONE AND ONLY COMPETITIVE CLUB" in a smaller font. Below the header is a navigation bar with three tabs: "Registration", "Gaming", and "Tournament". To the left of the navigation bar is a "USER LOGIN" section with fields for "Username:" and "Password:", a "Login" button, and links for "Forgot Password" and "Activate Account". Below the login section is a "Tech Support Contact" link. The main content area is currently displaying the "Registration" tab, which includes a message to click on the registration tab, "Walk Up Registration Dates" for three dates in 2007, "REGISTRATION FEES for recreational season" with a list of fees for different age groups and late registration, and contact information for the Registrar. To the right of the main content area is a "HOT SHEET" section with links for "Printing Instructions", "Event / Class Registration", and "ACH Wire Transfer".

A2. Club Level Content |  
Content –  
Content Tag: **WELCOME**

A3. Club Level Content |  
Content –  
Content Tag:  
**REG\_ASSOC\_HOTSHEET**

# A1. Club Level Look & Feel

Club Config Registration Security Teams Events Messaging **Content**

Look & Feel Content Documents/Forms ELA

All of the settings on this page are cached by the web servers. There will be a delay in any changes that are made to be reflected by the all of web servers. It can take 20 or more minutes for the changes to be reflected on all web servers.

Use this form to edit a club's look and feel. This will adjust the logos and the text that is assigned at the top of the website.

**Color Scheme\***  
Black / Red

**Page Header Image**  
For best page header results: Size your headers to 760 pixels wide by 81 pixels high. Also place your page header on a white background.  
Click [here](#) to clear the current image.

**Header**  Force Use

This text is drawn onto the header image using a large font.  
**Large Title Text** [reset to default](#)  Force Use  
Competitive Club

This text is drawn onto the header image just below the Large Title Text using a small ghosted font.  
**Small Title Text** [reset to default](#)  Force Use  
The One and Only Competitive Club

**Logo Top Right**  Force Use  
For best logo results: Size your logos to no

# A2. Welcome Content

Club Config Registration Security Teams Events Messaging **Content**

Look & Feel Content Documents/Forms ELA

**Update Web Content** [\[help\]](#)

**Content Tag\***  
WELCOME

# A3. Hot sheet Content

Club Config Registration Security Teams Events Messaging **Content**

Look & Feel Content Documents/Forms ELA

**Update Web Content** [\[help\]](#)

**Content Tag\***  
REG\_ASSOC\_HOTSHEET

# Competitive Club

THE ONE AND ONLY COMPETITIVE CLUB

## Registration Types



Registration NOT Completed



Click on the circle inside box to make your choice, then click the continue button.

PLEASE CHOOSE

### Player Registration

Signing up yourself or your kids for a soccer session?  
Make this selection to get started.



### Team Administrator Registration

Apply to coach or manage a team.



continue >>

You will be contacted with play schedules once your child has been placed on a team via email. Please do not call the office.

B1. Player

B2. Coach

B3. Announcement Instructions Right

Club Config **Registration** Security Teams Events Messaging Content

Config

Season Custom Fields Fees **Fields** Billing Travel Requests

Use this form to modify the different forms that are available to users during the application process. Each form represents a different kind of user.

Select Form To Edit

1. Registration Types

# Club Level: Registration / Fields

## 1. Registration Types

Club Config **Registration** Security Teams Events Messaging Content

Season Custom Fields Fees **Fields** Billing Travel Requests

Use this form to modify the different forms that are available to users during the application process. Each form represents a different kind of user.

Select Form To Edit  
1. Registration Types

Field Label	Show	Hide	Required
Player Registration	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Radio Button Label Player Registration	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Description Text Signing up yourself or your kids for a soccer session? Make this selection to get started.	<input checked="" type="radio"/>	<input type="radio"/>	n/a
Coaching Registration	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Radio Button Label Team Administrator Registration	<input checked="" type="radio"/>	<input type="radio"/>	n/a
Description Text Apply to coach or manage a team.	<input checked="" type="radio"/>	<input type="radio"/>	n/a
Announcement/Instructions (Right) You will be contacted with play schedules once your child has been place on a team via email. Please do not call the office.	<input checked="" type="radio"/>	<input type="radio"/>	n/a

B1. Player Label & Description

B2. Team Admin Label & Description

B3. Announcement Instructions Right

You can also "Hide" non-required registration fields which you do not wish to display.

Account Verification

Registration NOT Completed [Help](#)

Please choose an Option to Retrieve your information or create a New account

- Using **Option 1 or 2** will allow the system to find your existing Family information to update and/or add new family members.
- If the system cannot find a match and **you do have an account in the system**, please call the 1-800-808-7195 so we can assist in locating your record.

**OPTION 1: Returning user, please login using your username and password**

Username\* Password\*

[Forgot Password](#)

\* are required fields

**OPTION 2: Returning user without a username and password, enter information and then login.**

Last name and Birthdate must be of a member already in the system

Players Last Name\* Birth Date (MM/DD/YYYY)\*

/  /

Address\* City\* State\* Zip\*

OR

\* are required fields

**OPTION 3: New user, click Create New Account button.**

Account Verification Page content cannot be changed.

Forgot Password link also available on this page

## New Account Creation (Primary Account Contact)

Registration NOT Completed

[? Help](#)

### Do Not Enter Player Info on this Page !

Please enter all information for primary contact to create a new account.

- The Information you are providing on this page is for the **Contact (Parent or Guardian)**. Unless the player is an **Adult** do not enter the player information on this page
- If a minor is to be registered as a player then the Primary contact must be a Parent or Guardian.

First Name*	Initial	Last Name*	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address 1*			
<input type="text"/>			
Address 2			
<input type="text"/>			
City*	State*	Zip*	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Home Phone*		Mobile Phone	
<input type="text"/>		<input type="text"/>	
Email Address*			
<input type="text"/>			
Confirm Email Address*			
<input type="text"/>			
Username			
<input type="text"/>			
Password			
<input type="text"/>			
Confirm Password			
<input type="text"/>			
<input type="button" value="create new account"/>			

\* are required fields

## Family Members List

Registration NOT Completed



- If the player is a minor at least one Parent or Guardian is required.
- If you are an **Adult player** you do not need to enter a Parent Guardian.
- You only need to add those in your family that are applying to the season as a Player, Administrator, Referee and Parent or Guardian.
- **If the Family member is not applying then do not select a Check Box.**

Please complete the form below. Information is only needed for those in your family applying as players or administrators. Minors are added, please be sure to add all parents or legal Guardians for those players." \* are required fields


Family Members					
1.	Apply to Season as	First Name	Middle / Initial	Last Name	Suffix
	<input type="checkbox"/> Player	Test		Test	
	<input type="checkbox"/> Coach / Admin	Relationship*	Gender*		
	<input checked="" type="checkbox"/> Parent / Guardian	Guardian	Female		
2.	Apply to Season as	First Name	Middle / Initial	Last Name	Suffix
	<input checked="" type="checkbox"/> Player	George		Test	
	<input type="checkbox"/> Coach / Admin	Relationship*	Birthdate (mm/dd/yyyy)*	Gender*	Team Assigment Code
	<input type="checkbox"/> Parent / Guardian	Player	01 / 01 / 2000	Male	

C1. Bulleted Content Cannot be changed, but content below can be amended.

C2. "Assignment Codes" can be hidden or they can be "Required" if you only allow registration by invitation.

# Club Level: Registration / Fields

## 5a Family

Club Config | **Registration** | Security | Teams | Events | Messaging | Content 

**Season** | Custom Fields | Fees | **Fields** | Billing | Travel Requests

Use this form to modify the different forms that are available to users during the application process. Each form represents a different kind of user.

Select Form To Edit

5a. Family 

Field Label	Show	Hide	Required
Text (Top of Page) <div style="border: 1px solid #ccc; padding: 5px; font-family: monospace; font-size: 0.9em;">Please complete the form below. Information is only needed for those in your family applying as players or administrators. If Minors are added, please be sure to add all parents or legal Guardians for those players."</div>	<input checked="" type="radio"/>	<input type="radio"/>	n/a
Team Assignment Code	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

C1. Text (Top of Page) allows for additional instructions

C2. Assignment Code can be hidden or required

Content Cannot be changed

## Family Members Review List



Registration NOT Completed

[? Help](#)

Please carefully review information below. If everything is correct, please click Continue to the next page. Otherwise click back to the previous Family Members List page to modify.

### Applying to Current Season as Player

Register As	Name*	Relationship*	DOB*	Gender*
Player	George Test	Player	01/01/2000	M

### Applying to Current Season as Parent

Register As*	Name*	Relationship*	DOB	Gender
Parent	Test Test	Guardian		F

[<< back to Family Members List](#)

[continue >>](#)

\* are required fields.

## Player Detail

Please enter all the information requested for the applicant.



Registration NOT Completed



### Personal Information

Legal First Name\* Middle Legal Last Name\* Suffix

George Test

Alias (Nickname)

Relationship\* Gender\* Birthdate (mm/dd/yyyy)\*

Player Male January 01 2000

Grade

Uniform Size: Shirt\*

Uniform Size: Shorts\*

Uniform Size: Socks\*

### Emergency Contact Information

Person to Notify in Emergency\* Telephone\*

Test Test 503333333

Doctor to Notify in Emergency\* Telephone\*

List any medical problem/prohibition player has

### Club Additional Information

Buddy Request

D1. Alias (Nickname)

D2. Uniform Size  
Shirt, Shorts, Socks

D3. Club Additional  
Information "Custom Fields"

## Club Level: Registration / Fields Edit Member

Club Config **Registration** Security Teams Events Messaging Content

Season Custom Fields Fees **Fields** Billing Travel Requests

Use this form to modify the different forms that are available to users during the application process. Each form represents a different kind of user.

Select Form To Edit  
6. Edit Member

Field Label	Show	Hide	Required
Alias (Nickname)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Uniform Size: Shirt	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Uniform Size: Shorts	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Uniform Size: Socks	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

D1. Edit Member, you can show or hide, Alias, School Name, Height, Weight, etc

D2. Uniform Options can be hidden or required

## Club Level: Registration / Custom Fields

Club Config **Registration** Security Teams Events Messaging Content

Season Custom Fields Fees **Fields** Billing Travel Requests

Use this form to edit the club's custom fields. Custom fields may be asked on the player application, and will be added to all of the administration screens.  
Click [here](#) to create another custom field.

Custom Field	Type	Size	Order	
Buddy Request	text box	20	0	<a href="#">edit</a> <a href="#">delete</a>
Coaches Needed	list box	0	0	<a href="#">edit</a> <a href="#">delete</a>
Schools	drop down	0	0	<a href="#">edit</a> <a href="#">delete</a>
Volunteers Needed	radio button	0	0	<a href="#">edit</a> <a href="#">delete</a>

D3. Additional Club Information. Custom Fields can be created to collect information

## Registration Summary

 Registration NOT Completed [? Help](#)

### Family Information

[add another family member](#)

Family Member	Relationship	Birth Date	Work Phone	Cell Phone	
1. Testparent9 Test	Guardian				<a href="#">edit</a>
2. Testplayer9 Test	Player	01/01/2000			<a href="#">edit</a>

### Primary Household Location

#### Address

123  
none, OR 12345

#### Primary Email Address

none@all.com

#### Home Phone

(123) 123-1234

### All Applications For Current Season

[create another application](#)

Name (DOB)	Club	Season	Play Level	Type	
1. Testplayer9 Test (1/1/2000)	OYSA Demo Club	Competitive	Season 08-09	Rec	Player <a href="#">edit</a> <a href="#">cancel</a>

You must click continue to proceed with the registration process.

[continue >>](#)

## Registration Payment

Registration NOT Complete [? help](#)

If you are not placed on a team you will be provided a full refund of the registration fee. Your credit card will only be charged a registration fee once the application is accepted to a League/Club.

For applicable discounts please contact your League/Club

### Donation - Scholarship

Your club donations can be remitted to the club to sponsor a needy player.

Amount

\$0  \$25.00  
 \$50.00  \$75.00

Product	Promo Code	Qty	Price
<input checked="" type="checkbox"/> Testplayer9 Test, Registration Fee, Under 09 ,Rec		1	50.00
<input type="checkbox"/> Testplayer9 Test, Volunteer opt out fee, Under 09 ,Rec		1	25.00
<input type="checkbox"/> Testplayer9 Test, Additional Socks, Under 09 ,Rec		1	5.00
<input type="checkbox"/> Testplayer9 Test, Multiple Children Discount, Under 09 ,Rec		1	-50.00

4 item(s) totaling: 50.00  
Order Total: 50.00  
Total Due: 50.00

### Payment Method\*

Choose One

E1. Payment Page info / instructions

E2. Donations or extra contributions can be added to online payment.

E3. "ON fees" (optional not selected)

E4. Negative amounts can be configured as opt-in discounts.

# 10. Registration Payment

E1. Adjust payment instruction content.

Club Config | **Registration** | Security | Teams | Events | Background Checking | Messaging | Content

Season | Custom Fields | Fees | **Fields** | Billing | Travel Requests

Use this form to modify the different forms that are available to users during the application process. Each form requires a different kind of user.

Direct Raw Edit (ADG Only)

Select Form To Edit  
10. Registration Payment

Text (Top of Page WO/Payment Plans)

If you are not placed on a team you will be provided a full refund of the registration fee. Your credit card will only be charged a registration fee once the application is accepted to a League/Club.  
<br><br>

E2. Additional Payments, i.e. Donations, Scholarship, etc can be configured. Donation amount “?” allows for open table amount to be entered by applicant

Club Config | **Registration** | Security | Teams | Events | Background Checking | Messaging | Content

Season | Custom Fields | Fees | Fields | **Billing** | Travel Requests

Billing | **Donations** | Payment

Use this form to edit an Club's donation option. A radio box selection of the amounts will be added to the payment page of the registration process.

The donation amounts are formatted by separating each amount on a different line. Each amount must be a whole dollar amount. There is no need to place \$ in the field. It will automatically be added. To create an open textbox and allow users to input any dollar amount, please add one Option with ? as amount.

\* Are required fields

Donation Field Title:\*  
Donation - Scholarship

Donation Description:\*  
Your club donations can be remitted to the club to sponsor a needy player.

Donation Amounts\*  
?  
25.00  
50.00  
75.00

Amount

# Club level Registration Fees

Club Config **Registration** Security Teams Events Background Checking Messaging Content

Season Custom Fields **Fees** Fields Billing Travel Requests

Competitive Fees Recreational Fees Top Soccer Fees Try Out Fees

Use the drop down list below to select a fee type that has already been defined. Once a fee type is selected you will be given the option to Delete or Change the fee type you selected. Choose "Create A Fee Type" from the same drop down list to create a new fee type.

**Edit A Fee Type**

Multiple Children Discount

All play levels are set equally

All our age groups are set equally

	Competitive	Select
Under 10	<input type="text" value="-50.00"/>	<input type="text" value="ON"/> n/a

M--Mandatory fee OS--Optional fee Selected by default ON--Optional fee Not selected by default

E3. Registration fees are created each season. These can be configured as (M) mandatory, (OS) optional selected, or (ON) optional not pre-selected. If you need to create a custom fee type, select "other" and type in fee description and enter fee amount.

E4. If you enter a negative number you can configure a discount.

		Product	Promo Code	Qty	Price
Items Ordered	<input checked="" type="checkbox"/>	<b>Testplayer9 Test</b> , Registration Fee, Under 09 ,Rec		1	50.00
	<input checked="" type="checkbox"/>	<b>Testplayer9 Test</b> , Volunteer opt out fee, Under 09 ,Rec		1	25.00
	<input type="checkbox"/>	<b>Testplayer9 Test</b> , Additional Socks, Under 09 ,Rec		1	5.00
	<input type="checkbox"/>	<b>Testplayer9 Test</b> , Multiple Children Discount, Under 09 ,Rec		1	-50.00
					4 item(s) totaling: 75.00
					Order Total: 75.00
					Total Due: 75.00

Payment Method options are configured by Affinity Sports. Please contact your Account Manager if you wish to amend the available payment options

**Payment Method\***

Check ▼

**Check Number\***

continue >>

## Payment Summary



Below is the total cost for the registration applications you have created during this session.

### Please Confirm The Payment Information Below

Then click the Submit Applications button below to confirm the applications. If this page is incorrect please press the Back To Payment Page button to return to the payment page to make a new payment option.

1-792719 Testplayer9 Test	OYSA Demo Club Competitive - Registration Fee, Under 09 ,Rec	Season 08-09	\$50.00
1-792719 Testplayer9 Test	OYSA Demo Club Competitive - Volunteer opt out fee, Under 09 ,Rec	Season 08-09	\$25.00
<b>Total:</b>			<b>\$75.00</b>

<< Back To Payment Page

Complete Registration

F1. Payment Summary info.

# Club Level Registration Fields

## 11. Payment Summary (Non CC)

Club Config **Registration** Security Teams Events Background Checking Messaging Content

Season Custom Fields Fees **Fields** Billing Travel Requests

Use this form to modify the different forms that are available to users during the application process. Each form represents a different kind of user.

Direct Raw Edit (ADG Only)

Select Form To Edit

11. Payment Summary (Non CC) ▼

Text Non CC (Top of Page)

n/a

```
Below is the total cost for the registration applications you have created during this session.  
<br><br>  
<div class=msgL>Please Confirm The Payment Information Below</div>
```

Text Non CC (Bottom Right Side Page)

n/a

Text w/CC(Top of Page)

n/a

Text w/CC(Bottom Right Side Page)

n/a

F1. Payment Summary info & instructions can be added to the top and bottom of the screen. Credit Card instructions can be configured differently from Check & MO payments.

To help protect your security, Internet Explorer blocked this site from downloading files to your computer. Click here for options...

# Competitive Club

THE ONE AND ONLY COMPETITIVE CLUB

>> My Account  
▣ Sign Out Here

## Thank You

Registration Completed

[? Help](#)

Thank you for registering.  
If the PDF form fails to open, or you closed the download by accident, click the "Print Forms" button to print it again.

Print Forms



[Click to Get Adobe Reader](#)

G2. Print Forms – Popup Forms at the top of the screen.

G1. Thank you instructions. Tell parents what to do next and what to expect.

# Club Level: Registration / Fields

## 12. Thank You

Club Config **Registration** Security Teams Events Background Checking Messaging Content

Season Custom Fields Fees **Fields** Billing Travel Requests

Use this form to modify the different forms that are available to users during the application process. Each form represents a different kind of user.

Direct Raw Edit (ADG Only)

Select Form To Edit  
12. Thank You

Page Title  
Thank You

Field Label	Show	Hide	Required
Text (Top of Page) Thank you for registering,	<input checked="" type="radio"/>	<input type="radio"/>	n/a
Text (Bottom of Page When Receipt or PDF is Available) <div class=msg>If the PDF form fails to open, or you closed the download by accident, click the "Print Forms" button to print it again.</div>	<input checked="" type="radio"/>	<input type="radio"/>	n/a

G1. Thank you instructions

# Club Level: Registration Forms & Electronic Legal Agreements

## Step 1: Define

Club Config | Registration | Security | Teams | Events | Background Checking | Messaging | **Content**

Look & Feel | Content | Documents/Forms | **ELA**

Filename: 2008 AIC Sanctioning.pdf  
Description (1000 chars max): desc. sample custom club [delete](#)

Link/Button Text: 2008 AIC Sanctioning.pdf

Event PDF  Loaned (Outside) Player  Registration PDF Popup  Registration Thank You Page

Download  Tournament PDF  Transfer PDF

PDF Forms: Upload PDF Form & check Registration PDF & Registration Thank You page.

Club Config | Registration | Security | Teams | Events | Background Checking | Messaging | **Content**

Look & Feel | Content | Documents/Forms | **ELA**

This area allows you to administrate the use of ELA's (Electronic Legal Agreement).

These will be inserted after each application is created. This will force the user to accept your legal documents before creating the application. This is can be used for Code of Conduct, Medical Waiver, etc.. Each document will require the user to accept that document individually.

Description/Title	Modified	
Refund Policy	1/17/2008 1:44 PM	<a href="#">edit</a>
Participation Agreement	1/17/2008 1:50 PM	<a href="#">edit</a>
Player/Parent Code of Conduct	3/15/2008 10:24 AM	<a href="#">edit</a>

.....

Document Description\*

Document Text\*

ELA: Create ELA Agreement text.

## Step 2: Assign

[Club Config](#) | **Registration** | [Security](#) | [Teams](#) | [Events](#) | [Background Checking](#) | [Messaging](#) | [Content](#)

[Season](#) | [Custom Fields](#) | [Fees](#) | [Fields](#) | [Billing](#) | [Travel Requests](#)

Place a check box in each season this club allows applications.

Click the "Update" button to save your changes.

Show Try Out activation Link:  Yes  No

Season Name	Season ID	(Application FirstDay - Application LastDay)	
Spring 09	178	(10/01/2008 - 06/01/2009)	<input checked="" type="checkbox"/>
Season 08-09	147	(01/15/2008 - 07/31/2009)	<input checked="" type="checkbox"/>

Click Assign PDF / ELA button to define what players / coaches print which forms and who you wish to sign your ELA Agreements.

[Club Config](#) | **Registration** | [Security](#) | [Teams](#) | [Events](#) | [Background Checking](#) | [Messaging](#) | [Content](#)

[Season](#) | [Custom Fields](#) | [Fees](#) | [Fields](#) | [Billing](#) | [Travel Requests](#)

Configuring settings on this page will override all settings above this Club.

		Season 08-09				
		Competitive	Kick and Chase	Rec	Tryout	
<b>Players (check all that apply for players)</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Refund Policy	ELA OYSA Demo Club Comp	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Participation Agreement	ELA OYSA Demo Club Comp	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Player/Parent Code of Conduct	ELA OYSA Demo Club Comp	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Admins (check all that apply for coaches/admins)</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Refund Policy	ELA OYSA Demo Club Comp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participation Agreement	ELA OYSA Demo Club Comp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Registration Receipt

Thank you for registering. (Your Copy)

If you select a payment plan and are paying by check, YOU MUST BRING POSTDATED CHECKS WITH YOU TO REGISTRATION. THIS WILL AUTOMATICALLY CALCULATED FOR YOU AND WILL BE DEPOSITED ON SPECIFY DATE ON THE CHECK.

**Application Date:** 3/16/2009 2:39:06 PM

## Registration Fees

Order#	Applicant	Club Applied To	Season	Registration Fee
1-792719	Testplayer9 Test		Season 08-09	\$50.00
		Registration Fee, Under 09 ,Rec		
1-792719	Testplayer9 Test		Season 08-09	\$25.00
		Volunteer opt out fee, Under 09 ,Rec		
		<b>Total Registration Fees:</b>		<b>\$75.00</b>

Please make out separate checks for each order. Each order represents one application to one league. Please write the order# on each of the corresponding checks.

## Make Checks Payable

Order#	Make Payable To	Total Amount
1-792719	Allstars 5910 Pacific Center Blvd Apt suite Ste 100 San Diego, CA 92121	\$75.00

Page 2

Thank you for registering. (Club Copy)

If you select a payment plan and are paying by check, YOU MUST BRING POSTDATED CHECKS WITH YOU TO REGISTRATION. THIS WILL AUTOMATICALLY CALCULATED FOR YOU AND WILL BE DEPOSITED ON SPECIFY DATE ON THE CHECK.

**Application Date:** 3/16/2009 2:39:06 PM

## Registration Fees

Order#	Applicant	Club Applied To	Season	Registration Fee
1-792719	Testplayer9 Test	OYSA Demo Club Competitive - Registration Fee, Under 09 ,Rec	Season 08-09	\$50.00
1-792719	Testplayer9 Test	OYSA Demo Club Competitive - Volunteer opt out fee, Under 09 ,Rec	Season 08-09	\$25.00
		<b>Total Registration Fees:</b>		<b>\$75.00</b>

Please make out separate checks for each order. Each order represents one application to one league. Please write the order# on each of the corresponding checks.

## Make Checks Payable

Order#	Make Payable To	Total Amount
1-792719	Allstars 5910 Pacific Center Blvd Apt suite Ste 100 San Diego, CA 92121	\$75.00

Receipt

# Club Level: Registration / Fields

## 13a PDF Receipt

Club Config **Registration** Security Teams Events Background Checking Messaging Content

Season Custom Fields Fees **Fields** Billing Travel Requests

Use this form to modify the different forms that are available to users during the application process. Each form represents a different kind of user.

Direct Raw Edit (ADG Only)

### Select Form To Edit

13a. PDF Receipt

### Page Title

Thank you for registering. (Your Copy)

Field Label	Show	Hide	Required
Add This Receipt To PDF	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Text Above Fee List

If you select a payment plan and are paying by check. YOU MUST BRING POSTDATED CHECKS WITH YOU TO REGISTRATION. THIS WILL AUTOMATICALLY CALCULATED FOR YOU AND WILL BE DEPOSITED ON SPECIFY DATE ON THE CHECK.

## 13b. PDF Receipt

### Select Form To Edit

13b. PDF Receipt

### Page Title

Thank you for registering. (Club Copy)

Field Label	Show	Hide	Required
Add This Receipt To PDF	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Text Above Fee List

If you select a payment plan and are paying by check. YOU MUST BRING POSTDATED CHECKS WITH YOU TO REGISTRATION. THIS WILL AUTOMATICALLY CALCULATED FOR YOU AND WILL BE DEPOSITED ON SPECIFY DATE ON THE CHECK.

Second Copy of Receipt can be hid completely.

# League Level - Online Registration Set Up

Leagues / Find, Edit, Delete a League

Demo League

League Config | **Registration** | Security | Teams | Events | Messaging | Content

**Season** | Custom Fields | Level Of Play | Fees | Fields | Billing | Travel Requests

Place a check box in each season this league allows applications.

Select Yes or No for each selected season. Select Yes if that season requires a payment for that season. This configures that season to have its payments managed by the system.

Click the "Update" button to save your changes.

Show Try Out activation Link:  Yes  No

**Season Name - Season ID** (Application FirstDay - Application LastDay)

**Season 09-10 - 197** (03/01/2009 - 07/31/2010)

**ALL** (click to check all play types and age groups)

**Kick and Chase** (click to check all age groups)

U05  U06  U07  U08  U09  U10  U11  U12  U13  U14  U15  U16  U17

U18  U19

Show On Public Registration?  Yes  No

Requires Payment?  Yes  No

Automatically Accept Registration?  Yes  No

Activate Public Reg. On:

Deactivate Public Reg. On:

Charge Reg. Late Fee From:

Show Application Types  Coach / Admin  Player

League Level – Click + to open season configurations, check age groups & application types

# Club Level – Online Registration Set up

Clubs / Find, Edit, Delete a Club

Demo Club Comp

Place a check box in each season this club allows applications.

Click the "Update" button to save your changes.

Show Try Out activation Link:  Yes  No

Season Name - Season ID (Application FirstDay - Application LastDay)

Season 09-10 - 197 (03/01/2009 - 07/31/2010)

ALL (click to check all play types and age groups)

Kick and Chase (click to check all age groups)

U05  U06  U07  U08  U09  U10  U11  U12  U13  U14  U15  U16  U17  
 U18  U19

Show On Public Registration?  Yes  No

Requires Payment?  Yes  No

Automatically Accept Registration?  Yes  No

Activate Public Reg. On:

Deactivate Public Reg. On:

Charge Reg. Late Fee From:

Show Application Types  Coach / Admin  Player

Club Level – Settings defined at the league level will show as available at the club level. The Configurations at the club level are the online registration settings.

Automatically Accept Registration means that all players will be accepted by system & payments charged. Your other option is to manually accept players. Cards will not be charged until a player is accepted.

= Has at least one age group checked  
 = Has Play Level s active on public registration.

Club level – eye ball indicates play level available on public registration

# Club level – Configure Registration Fees

Club Config **Registration** Security Teams Events Background Checking Messaging Content

Season Custom Fields **Fees** Fields Billing Travel Requests

Competitive Fees Recreational Fees Top Soccer Fees Try Out Fees

Use the drop down list below to select a fee type that has already been defined. Once a fee type is selected you will be given the option to Delete or Change the fee type you selected. Choose "Create A Fee Type" from the same drop down list to create a new fee type.

**Edit A Fee Type**

Multiple Children Discount

All play levels are set equally

All our age groups are set equally

	Competitive	Select
Under 10	<input type="text" value="-50.00"/>	<input type="text" value="ON"/> n/a

M--Mandatory fee OS--Optional fee Selected by default ON--Optional fee Not selected by default

Registration fees are created each season. These can be configured as (M) mandatory, (OS) optional selected, or (ON) optional not pre-selected. If you need to create a custom fee type, select "other" and type in fee description and enter fee amount.

If you enter a negative number you can configure a discount.

# Club Configurations – Payment Plans

Select Pay Period from the drop downs for each age group

Select Max # of Installments from the drop down for each age group

Enter a deposit amount for each age group

Enter a payment play cut off date

Payment due notification – enter the number of days prior to the payment due date.

**Note:** You can customize each installment month by clicking the [+] if you wish to collect more in the first months and less in the remaining months. The system will auto email the parent when the next installment is due. System will charge the credit card payment on the fifteenth of each month.

Club Config | **Registration** | Security | Teams | Events | Messaging | Content

Season | Custom Fields | **Fees** | Fields | Billing | Travel Requests

**Competitive Fees** | Recreational Fees | Top Soccer Fees | Try Out Fees

Create Payment plan for each type fee created under Fees Tab. By default, there is no payment plan for a newly created fee. Fee without payment plan is due in full.  
And also an order placed after Payment Plan Cutoff Date is due in full.

Select A Fee Type  
Registration Fee

All play levels are set equally  
 All our age groups are set equally

Send Credit Card charge notification 7 days prior to due date

	Pay Period	Max # Installments	Deposit	Plan Cutoff Date	Detail
Under 10	every 1 Mon	3 Installments	50.00		(+)
Under 11	every 1 Mon	3 Installments	50.00		(+)
Under 12	every 1 Mon	3 Installments	50.00		(+)
Under 13	every 1 Mon	3 Installments	50.00		(+)
Under 14	every 1 Mon	3 Installments	50.00		(+)
Under 15	every 1 Mon	3 Installments	50.00		(+)
Under 16	every 1 Mon	3 Installments	50.00		(+)
Under 17	every 1 Mon	3 Installments	50.00		(+)
Under 18	every 1 Mon	3 Installments	50.00		(+)
Under 19	every 1 Mon	3 Installments	50.00		(+)

<< Back | Delete | Update payment plan

Payment will be applied to all products checked above.

Payment Method\*  
Payment Plan

Payment Plan Payment Method\*  
Cashiers Check

Select Payment Plan Schedule\*  
\$135.00 Due Now, 3 Payments, 15th of the Month

#	Date	Amount
1	Today	\$135.00
2	05/15/2009	\$83.33
3	06/15/2009	\$83.33
4	07/15/2009	\$83.34

Payment plans can be configured for one fee type (not multiple fees combined). Once you have your payment plan configured, take an existing, unpaid player order and select payment method = Payment plan to view payment schedule

## Final Note:

Once your online registration is configured, complete a test registration to make sure you have Everything configured to your liking. Please test using the follow naming convention and IT will clean up test records periodically.

FirstName :     testplayer (plus a number) *example:* testplayer1, testplayer20  
                  testparent (plus a number) *example:* testparent1, testparent30  
                  testadmin (plus a number) *example:* testadmin1, testadmin50

LastName can be anything you like