## YMCA FASTPITCH SOFTBALL TOURNAMENTS

# **Online Registration Instructions**

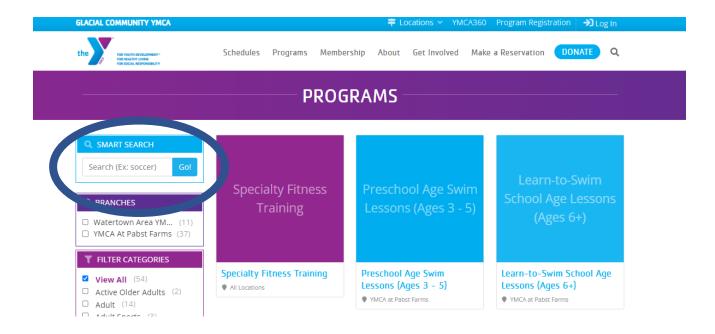


### STEP 1)

To start, visit <a href="www.glcymca.org">www.glcymca.org</a>. Visit Programs>Browse Programs

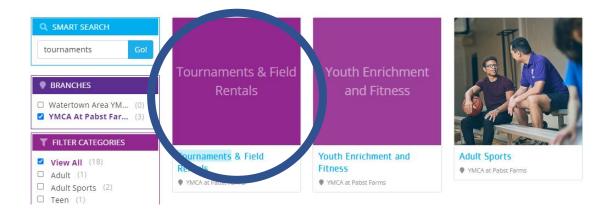
### STEP 2)

In the Smart Search bar, type "Tournaments", and you will see a tile for "Tournaments & Field Rentals".



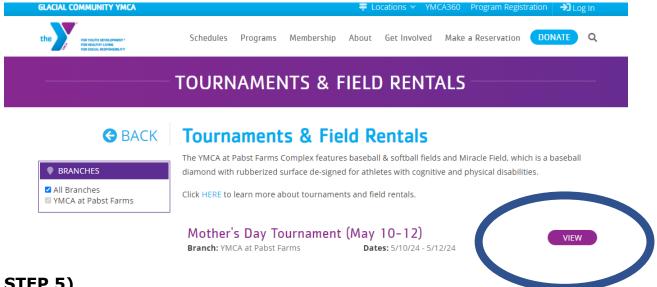
### STEP 3)

Select, the "Tournaments & Field Rentals" tile and it will take you to the tournament offerings page.



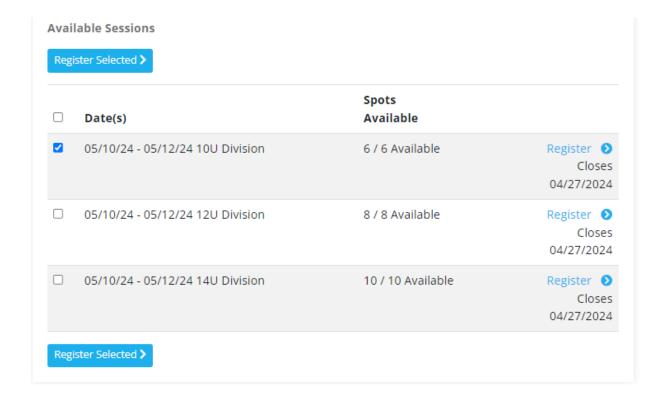
### STEP 4)

Click the view button for more information on the tournament and to view registration fees, divisions available, and number of spots available for each age division.



### STEP 5)

To register for a specific division, scroll down to available sessions, and check the division you are interested in. Once checked, select "Register Selected".



\*\* Please note: If registering a team for multiple tournaments, you will need to individually register your team for each tournament.

If you would like to forego that process, in order to register for multiple tournaments at once, please call Member Services at (262) 567-7251 and they will create a registration account for you and take tournament registrations over the phone.

### STEP 6)

From there, it will prompt you to use the option that best describes you for logging in. If you are not a YMCA Member at the Glacial Community YMCA, please select "Continue without an account".

LOG IN

# Which best describes you? I am an existing ONLINE USER and I KNOW my login credentials Email or Username I want to register QUICKLY as a GUEST without a new account

Continue without an account

and I DON'T KNOW my credentials

### STEP 7)

☐ Remember Me Forgot password?

I'm not a robot

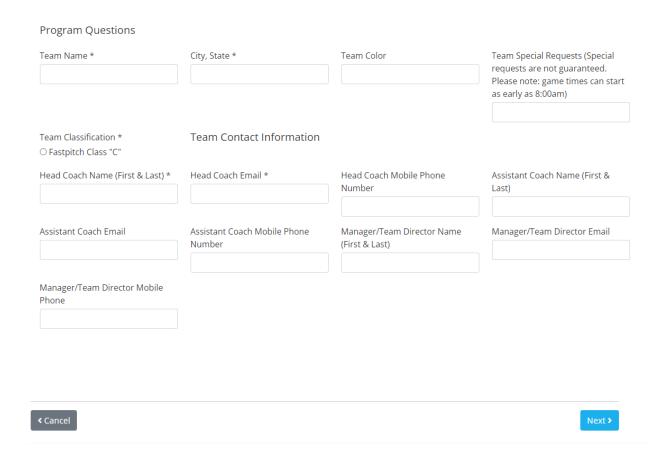
Enter the following information: First Name, Last Name, Birthdate, Gender, Primary Phone (Cell), and Email.

Next, you will enter your address, emergency contact, and Special Health Needs/Allergies. Please note: this information is a requirement for our members and will automatically be a requirement when you register for a tournament.



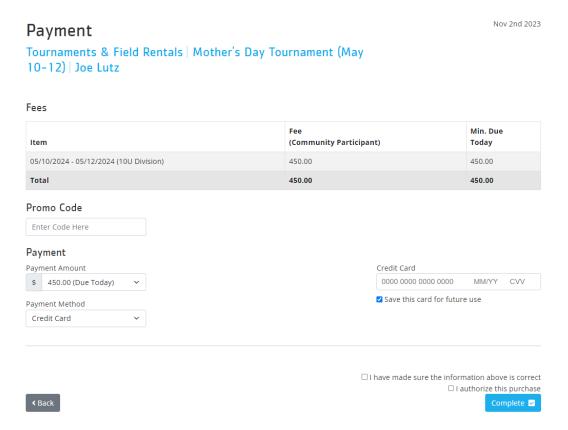
### STEP 8)

After that information is complete, you will enter team specific information such as team name, team color, team contact emails, any special requests, etc. After inputting the information, click NEXT.



### STEP 9)

The next page is for payment, and confirmation of team fees. To register your team, you can either use a credit card or bank account to pay for the tournament. All tournament fees are due at time of registration.



### **STEP 10)**

Once payment is processed, you will see a message that says "Success! Registration Submitted Successfully". You will also receive a confirmation email to your email on file.



Thank you for registering to Tournaments & Field Rentals - Mother's Day Tournament (May 10-12)

# We look forward to having your team join us for the YMCA Fastpitch Softball Tournaments!

For any questions, please contact softball@glcymca.org.

