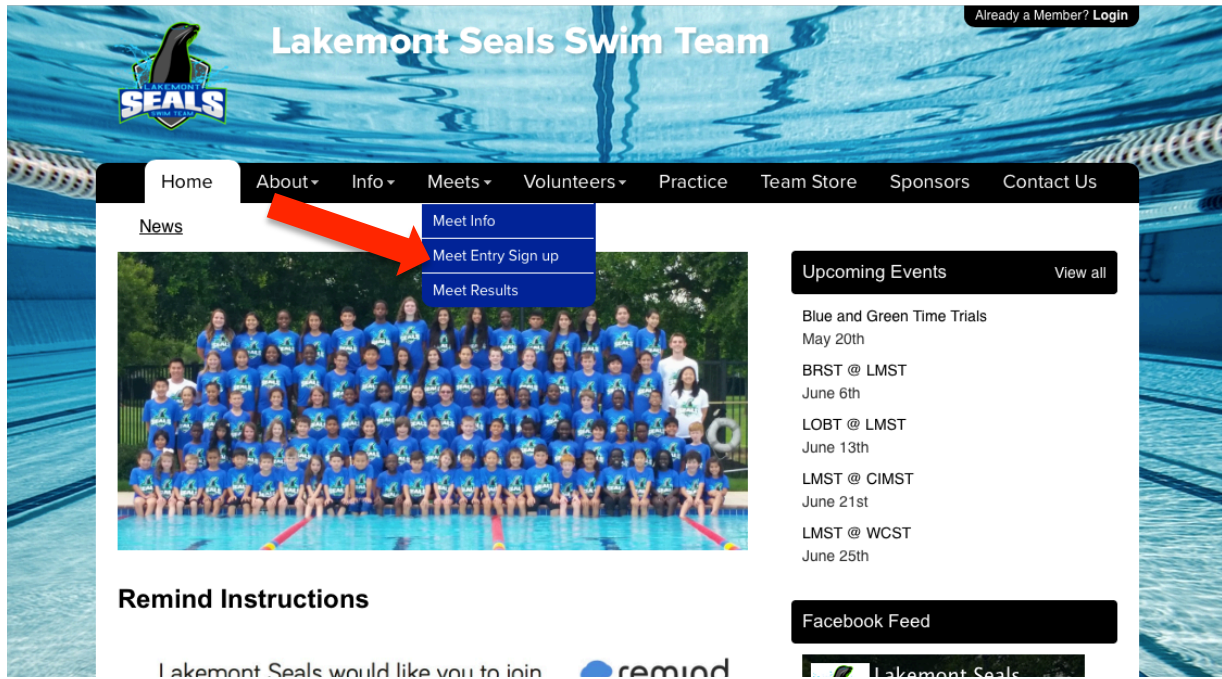
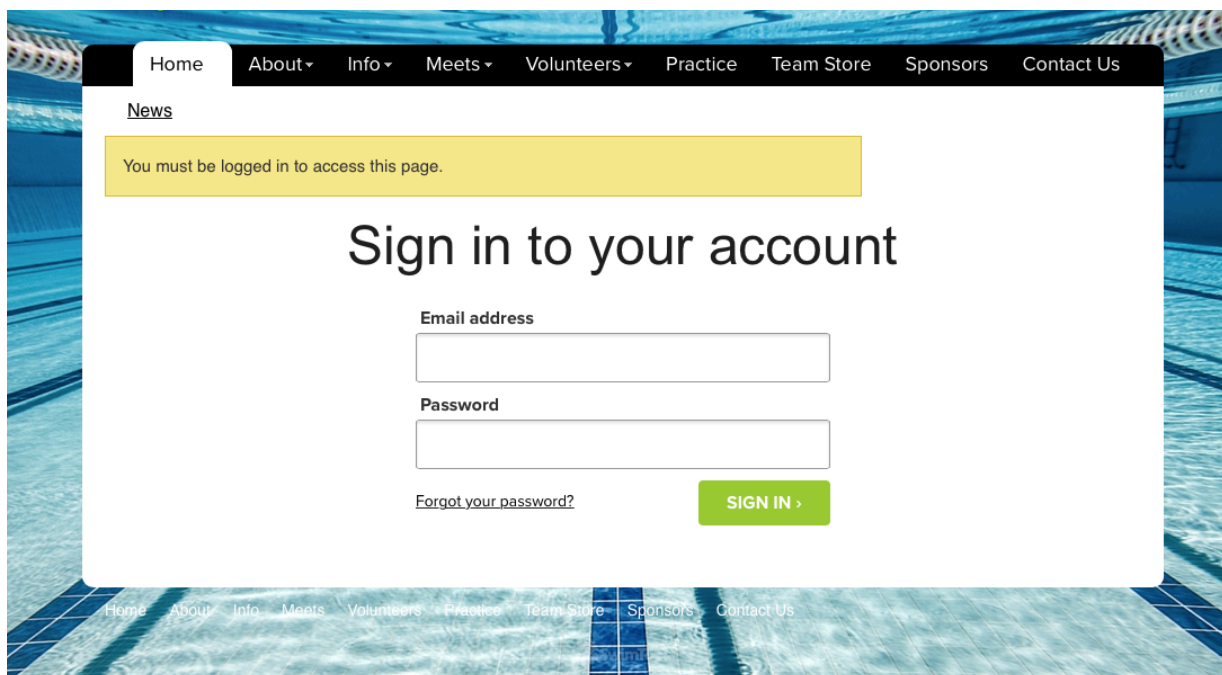


# How to Declare Your Swimmer For Meets

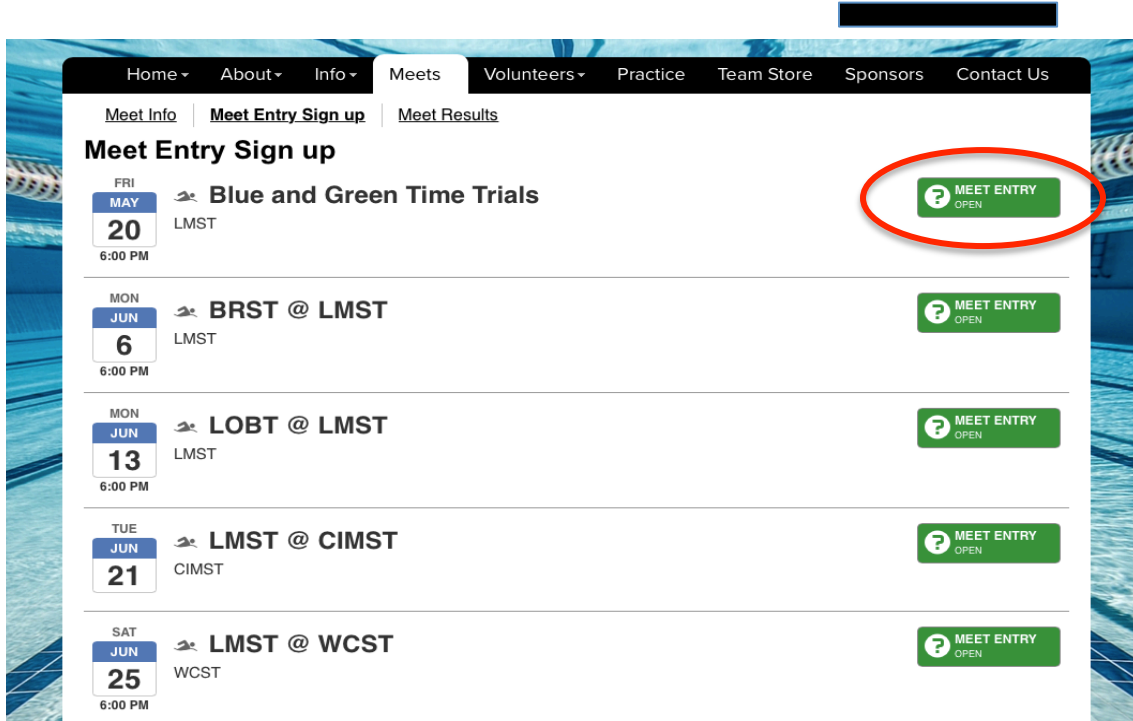
1. Go to website [lakemontseals.swimtopia.com](http://lakemontseals.swimtopia.com), click on the **Meets** tab, then **Meet Entry Sign Up**.



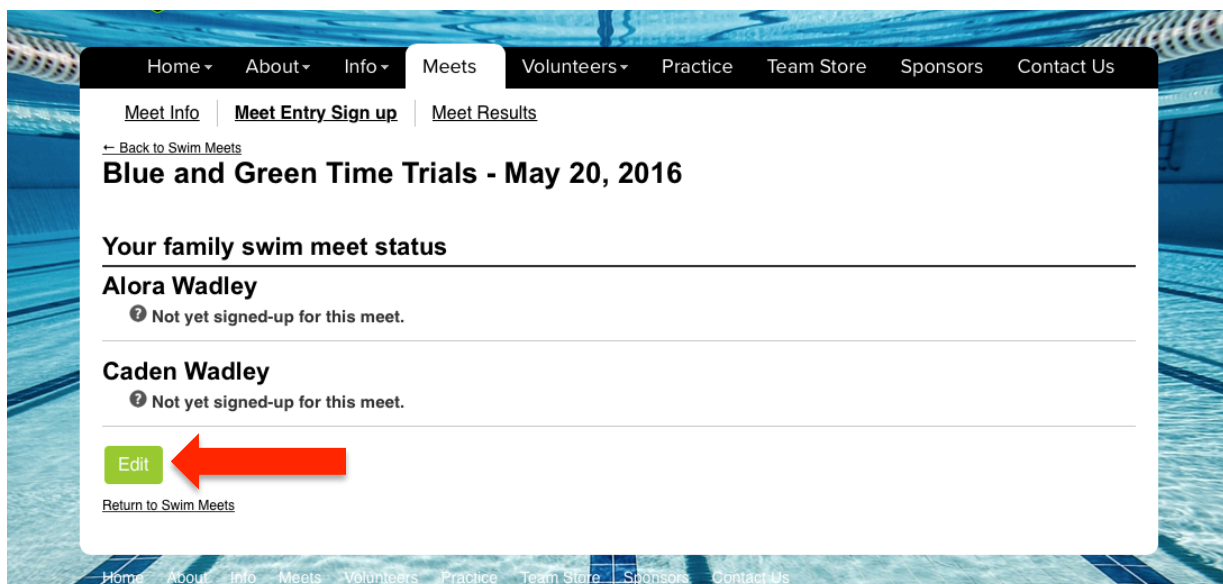
2. Enter email and password, then **Sign In**. (if you don't know your password click **forgot password**)



3. This will take you straight to the meet sign up page. Choose the meet you wish to sign up for and click the green **Meet Entry** button next to it.



4. You will see your swimmer's current status for this meet, to change click the green **Edit** button.



7. Click on the drop down box next to each swimmer's name and choose **Attending** or **Not Attending**. (If the box says *Undeclared*, you have not selected if your swimmer will attend yet)

Home ▾ About ▾ Info ▾ Meets Volunteers ▾ Practice Team Store Sponsors Contact Us

Meet Info **Meet Entry Sign up** Meet Results

### Blue and Green Time Trials - May 20, 2016

Alora Wadley ▾ (undeclared) ▾ **Attending** Not attending

Caden Wadley ▾ (undeclared) ▾

**Save** Cancel

Home ▾ About ▾ Info ▾ Meets Volunteers ▾ Practice Team Store Sponsors Contact Us

5. If you need to leave a note for coach about anything, please do so in the notes box. If you are not attending a meet, please let coach know the reason in the notes box. Click **SAVE** when you are done with all swimmers for this meet.

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Meet Info **Meet Entry Sign up** Meet Results

### Blue and Green Time Trials - May 20, 2016

Alora Wadley ▾ Attending ▾

Need to let the coach know something? Notes for coach:

Caden Wadley ▾ Attending ▾

Need to let the coach know something? Notes for coach:

**Save** Cancel



6. This is how your page should look once you have successfully signed up for the meet. Click **Back to Swim Meets** and Repeat these steps with each meet date.

