

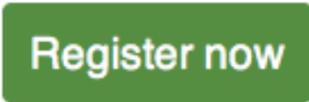
## Team Registration



**Traci Reece**

March 08, 2015 13:03

Once you have the go-ahead from your team to begin registration, you will either receive an email with a link to the registration form, or you will see this button on your team's website:



Click the link or this button to start the registration process. If you are logged in, SwimTopia will load your previous registration data for you if it's available.

### Registration Progress Bar

During the registration process, this progress bar will show you what you have completed and what is next. You can go back to a previous section at any time to make changes, but to move forward click the **Next Step** button at the bottom of the section you just completed.

Personal Information	Medical Information	Volunteer Sign-Up	Merchandise	Order Summary and Payment
----------------------	---------------------	-------------------	-------------	---------------------------

» *Note: Your team may or may not have the Medical, Volunteer, or Merchandise sections enabled.*

### Personal Information

Verify or enter the contact information, email and volunteer preferences for each parent/guardian on the registration. To add or delete a line, click the **+Add** or **Remove** buttons.

First Name *	Last Name *	Email Address * (Required for login)	Primary Phone	Volunteer?
Jane	Demo	jane@demo.com <input checked="" type="checkbox"/> Send team-wide email to this address	555-123-4567	Yes ▾ REMOVE
John	Demo	john@demo.com <input checked="" type="checkbox"/> Send team-wide email to this address	555-123-4567	Yes ▾ REMOVE

**+ ADD ANOTHER PARENT/GUARDIAN**

Next, enter or verify information for each swimmer you are registering for the team, and then your home address and phone.

#### Athlete Information

Enter the information for each swimmer being registered below. **At least one athlete registration is required.**

Legal First Name *	Preferred First Name	Middle Initial	Last Name *	Gender *	Birth Date *		
Jenny			Demo	Female ▾	January ▾	10 ▾	2000 ▾ REMOVE
Johnny			Demo	Male ▾	June ▾	20 ▾	2004 ▾ REMOVE

### Recently viewed articles

[Schedule: Meet Manager](#)

[People: Adding coaches](#)

[Website: Volunteer jobs](#)

[Meet Job and Swimmer Sign-up](#)

### Related articles

[Website Account and Login](#)

[Creating a New Registration Form](#)

[Meet Job and Swimmer Sign-up](#)

[Seasons: Transitioning to New Year](#)

[Collecting Volunteer Preferences During Registration](#)

+ ADD ANOTHER ATHLETE

### Home Address

Address \*

10000 Hickory St.

City \*

Austin

State \*

Texas

Zip \*

78701

Home Phone \*

555-123-4567

Read and check to acknowledge any liability waivers, questions, affiliations or agreements your team requires. Enter your initials to electronically sign if needed.

### Non-Member Eligibility

Membership in good standing of Demo Country Club is required to join the team. Non-members can apply to join the team by agreeing to pay an additional non-member fee (below).

I AM NOT A MEMBER OF DEMO COUNTRY CLUB. I AM REQUESTING NON-MEMBER ADMISSION TO THE DOLPHINS SWIM TEAM AND AGREE TO PAY AN ADDITIONAL FEE OF \$40 PER SWIMMER, UP TO \$80 PER FAMILY.

### Liability Waiver and Release

It is understood and agreed that the above named child(ren) will be participating on the 2011 Dolphins Swim Team. It is fully understood that these activities contain certain inherent risks. The undersigned Parent or guardian may also, at his or her discretion, attend and observe any practices (from outside the pool area), or meets in which his or her child(ren) are participating.

Each member of the Dolphins Swim Team must strictly comply with the following: (1) all eligibility requirements of the team; (2) official instruction during each meet; (3) instructions and practice requirements of the Dolphins Swim Team; and (4) all the rules of conduct and safety. The undersigned fully understands the Dolphins Swim Team, nor their officers, employees, or volunteers shall be responsible for any injury which results, either fully or in part, from failure of any member of the team to fully comply with all such requirements, instructions and/or rules.

I HAVE CAREFULLY READ THE ABOVE LIABILITY RELEASE AND SIGN IT WITH FULL KNOWLEDGE OF ITS CONTENTS AND SIGNIFICANCE. \*

Enter your initials to indicate acceptance: \*

JD

Next Step or Cancel

Click the Next Step button to save your changes and move on to the next section.

## Medical Information

If your team requires this section, you will be able to read and acknowledge your team's medical waivers and treatment consent sections here, and also enter any medical conditions that the team should be aware of.

### Medical Information

\* Indicates a required field

#### Medical Treatment for Minors

I have the authority to consent to medical treatment of the foregoing child(ren), being listed as parent or guardian. In the event that I cannot be reached to make arrangements for emergency medical attention at the time of illness or accident, I hereby authorize any Belterra Swim Team Coach or designated club representative to take my child to the below listed physician or hospital.

I HAVE READ AND ACCEPT THE ABOVE TERMS \*

Enter your initials to indicate acceptance: \*

JD

#### Medical Conditions

Please indicate any allergies (including to medications) or any other medical conditions below.

Swimmer Name	Allergies	Medical conditions	Medications
Jenny Demo			
Johnny Demo			

Enter your swimmer's physician and emergency contacts.

### Physician Information

Physician Name \*

Dr. John Dolittle

Phone

Address

Preferred hospital

### Emergency Contacts

Name	Phone	Relation
Grammy Demo	555-789-0123	Grandmother

**Next Step**

Click the **Next Step** button to save your changes and move on to the next section.

## Volunteer Sign-Up

Teams have the option to either collect **Volunteer Role Preferences** or allow direct **Job/Role Sign-up** during registration.

### Exempt Volunteers

If you have been pre-assigned to a role that exempts you from fulfilling the minimum commitment for the season, you will see this message and your exempt role here instead.

You can still volunteer for shifts or role preferences by clicking the "Show options" link.

**This account is exempt from volunteering commitments**

While it is not required, you are welcome to volunteer.

[Show volunteer options](#)

### Job/Role Sign-up

If your team allows **Job/Role Sign-up** during registration, you can choose available season roles and job shifts here.

Any required number of roles and/or shifts per parent must be fulfilled before your registration can be submitted.

SAT  
JUN  
**8**  
7:00 AM

**Sharks vs. Makos** SWIM MEET

Spring Lake Pool

Your family is signed up for  
**0 POINTS** out of **3 POINTS**  
required to register.

**Traci Franklin**  
0 PTS

---

Hospitality i

<b>First half</b> 7:00 AM-10:30 AM	<b>1 NEEDED</b> <span style="font-size: x-small;">i</span> <b>0 PTS</b>	<input checked="" type="checkbox"/> Sign-up
<b>Second half</b> 10:30 AM- 1:00 PM	<b>2 NEEDED</b> <span style="font-size: x-small;">i</span> <b>0 PTS</b>	<input type="checkbox"/> Sign-up

Lane timers

<b>First half</b> 7:00 AM-10:30 AM	<b>8 NEEDED</b> <span style="font-size: x-small;">i</span> <b>0 PTS</b>	<input type="checkbox"/> Sign-up
<b>Second half</b> 10:30 AM- 1:00 PM	<b>8 NEEDED</b> <span style="font-size: x-small;">i</span> <b>0 PTS</b>	<input type="checkbox"/> Sign-up

## Volunteer Role Preferences

If your team collects job preferences , you can enter your preferences for each parent registering for the season here.

» *These preferences are for planning purposes only, you are not signing up for actual meet jobs right now.*

### Volunteer Sign-Up \* Indicates a required field

All families are required to volunteer in some capacity and will be called upon to do so. Please show your support to this volunteer driven, non-profit swim team by helping each week.

#### Volunteer Preferences for Jane Demo

Enter numbers to indicate your preference, '1' for first choice '2' for second choice, etc.

At least 3 volunteer preferences required per registration \*

<input type="text" value="1"/> Season - Computer Manager ⓘ	<input type="text" value="2"/> Season - Equipment Manager ⓘ
<input type="text"/> Season - Head Timer ⓘ	<input type="text"/> Season - Meet Manager ⓘ
<input type="text"/> Season - Ribbon Coordinator ⓘ	<input type="text" value="3"/> Season - Stroke & Turn Judge ⓘ

---

#### Volunteer Preferences for John Demo

Enter numbers to indicate your preference, '1' for first choice '2' for second choice, etc.

At least 3 volunteer preferences required per registration \*

<input type="text"/> Season - Computer Manager ⓘ	<input type="text" value="2"/> Season - Equipment Manager ⓘ
<input type="text" value="1"/> Season - Head Timer ⓘ	<input type="text" value="3"/> Season - Meet Manager ⓘ
<input type="text"/> Season - Ribbon Coordinator ⓘ	<input type="text"/> Season - Stroke & Turn Judge ⓘ

Next Step

Click the **Next Step** button to move on to the next section.

## Merchandise

Items in Athlete Merchandise are limited to one per swimmer registration. Select your item and other options to add to your registration.

### Merchandise

A complimentary t-shirt is included with each swimmer registration. Additional t-shirts may also be ordered.

#### Athlete Merchandise

Athlete name	Item	Options
<b>Jenny Demo</b>	 <b>Girl's Suit</b>	<input type="text" value="28 (\$35.00)"/>
	 <b>Latex Swim Cap</b> Name: <input type="text" value="Jenny"/>	<input checked="" type="checkbox"/> Add (\$8.00)
	<b>Start &amp; Turn Clinic</b> <a href="#" style="font-size: x-small; color: green;">More info</a>	<input type="checkbox"/> Add (\$100.00)
<b>Johnny Demo</b>	 <b>Boy's Jammer Suit</b> <a href="#" style="font-size: x-small; color: green;">More info</a>	<input type="text" value="26 (\$25.00)"/>
	 <b>Latex Swim Cap</b> Name: <input type="text" value="Johnny"/>	<input checked="" type="checkbox"/> Add (\$8.00)
	<b>Start &amp; Turn Clinic</b> <a href="#" style="font-size: x-small; color: green;">More info</a>	<input type="checkbox"/> Add (\$100.00)

Items in Additional Merchandise can be ordered in any quantity.

### Additional Merchandise

Item	Size/Style	Price	Quantity

**Team T-Shirt** [More info](#)

	Youth Small	\$15.00	<input type="text"/>
	Youth Medium	\$15.00	<input type="text" value="1"/>
	Youth Large	\$15.00	<input type="text"/>
	Adult Small	\$15.00	<input type="text" value="1"/>
	Adult Medium	\$15.00	<input type="text"/>
	Adult Large	\$15.00	<input type="text"/>
	Adult X-Large	\$20.00	<input type="text"/>
	Adult XX-Large	\$25.00	<input type="text"/>
	XXX-Large	\$15.00	<input type="text"/>

**Next Step**

Click the **Next Step** button to save your changes and move on to the next section.

## Order Summary and Payment

Review your registration fees and merchandise orders, and select your preferred payment method. Your team may have other options available. Click the **Checkout** button to submit payment.

**Order Summary and Payment** \* Indicates a required field

Description	Qty	Amount
Registration Fee: First Athlete @ \$130.00	1	\$130.00
Registration Fee: Second Athlete @ \$100.00	1	\$100.00
Non-member fee: Maximum Limit @ \$80.00	1	\$80.00
Girl's Suit 28 @ \$35.00 (Jenny Demo)	1	\$35.00
Latex Swim Cap @ \$8.00 (Jenny Demo) Personalization: Jenny	1	\$8.00
Boy's Jammer Suit 26 @ \$25.00 (Johnny Demo)	1	\$25.00
Latex Swim Cap @ \$8.00 (Johnny Demo) Personalization: Johnny	1	\$8.00
Team T-Shirt Youth Medium @ \$15.00	1	\$15.00
Team T-Shirt Adult Small @ \$15.00	1	\$15.00
<b>Total Amount Due</b>		<b>\$416.00</b>

**Select Payment Method**

**Pay via PayPal or credit card** 

**Pay via Check**  
 Make check payable to: Demo Dolphins Swim Club  
 Payment Instructions: Payments can be dropped in the payment box in the pool office, or mailed to Dolphins Treasurer 8522 Magnolia Blvd., Austin, TX 78759

**Checkout**

If you selected **Pay via Check** another private payment option, your confirmation receipt will contain instructions on how to finalize your payment.

## PayPal Checkout

If you choose to **Pay via PayPal or Credit Card**, you will be redirected to the PayPal website to complete your payment.

You can verify your payment total and enter your credit card information securely here. Or, you can login to your own PayPal account to checkout.

 **Choose a way to pay**

PayPal securely processes payments for Team Topia LLC.

Descriptions	Amount
Registration Fee: First Athlete Item price: \$130.00 Quantity: 1	\$130.00
Registration Fee: Second Athlete Item price: \$100.00 Quantity: 1	\$100.00
Non-member fee: Maximum Limit Item price: \$80.00 Quantity: 1	\$80.00
Girl's Suit 28	\$35.00
<b>Item total</b>	<b>\$416.00</b>
	<b>Total \$416.00 USD</b>

[Have a PayPal account?](#)  
 Log in to your account to pay

[Don't have a PayPal account?](#)  
 Pay with your debit or credit card, or with Bill Me Later®

Country:

Bill Me Later®, a PayPal service  
**No Payments + No Interest if paid in full in 6 months on purchases of \$99+** [See terms](#)

Credit Card

Card number:

Payment Types:

Expiration date: mm / yy  /

CSC:

[What is this?](#)

You will automatically be returned to your team's website upon successful checkout.

## Confirmation

Your confirmation receipt below will also be emailed to the address you entered during registration.

**Important:** Activation is required to create a password and enable your account.  
Please check your email and follow the directions to activate and finish setting up your account.

### Thank you! Your registration is complete

Thank you for registering your swimmer with the Demo Dolphins Team. For more information about SwimTopia please visit <http://www.swimtopia.com>

Registration Details	Parents/Guardians	Swimmers
Registration Time: 01/23/13, 12:17 PM Registration Number: 10655	Demo, Jane Demo, John	Demo, Jenny (11) Demo, Johnny (6)

### Order Summary

Item	Qty	Total
Registration Fee: First Athlete @ \$130.00	1	\$130.00
Registration Fee: Second Athlete @ \$100.00	1	\$100.00
Non-member fee: Maximum Limit @ \$80.00	1	\$80.00
Girl's Suit 28 @ \$35.00 (Jenny Demo)	1	\$35.00
Latex Swim Cap @ \$8.00 (Jenny Demo) Personalization: Jenny	1	\$8.00
Boy's Jammer Suit 26 @ \$25.00 (Johnny Demo)	1	\$25.00
Latex Swim Cap @ \$8.00 (Johnny Demo) Personalization: Johnny	1	\$8.00
Team T-Shirt Youth Medium @ \$15.00	1	\$15.00
Team T-Shirt Adult Small @ \$15.00	1	\$15.00
<b>Amount Due</b>		<b>\$416.00</b>

## After Registration

You are now registered with the team, and have a [login account](#) on your team's website. Check your email for a copy of this registration confirmation and activation instructions.

Was this article helpful?   0 out of 0 found this helpful



Have more questions? [Submit a request](#)

## Comments



The link to "login account" doesn't go anywhere. Link in the last section called "After Registration"

---



**Mason Hale**

8 days ago

Thanks for letting us know! We have fixed the broken link.

---

Please [sign in](#) to leave a comment.