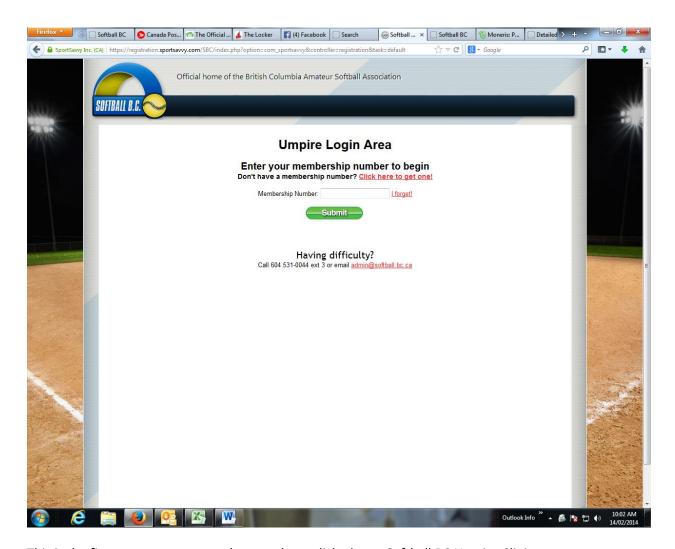


This is on the Softball BC website: www.softball.bc.ca Under Umpires then Umpire Clinics

Select a clinic you would like to register for and click the Register for this clinic

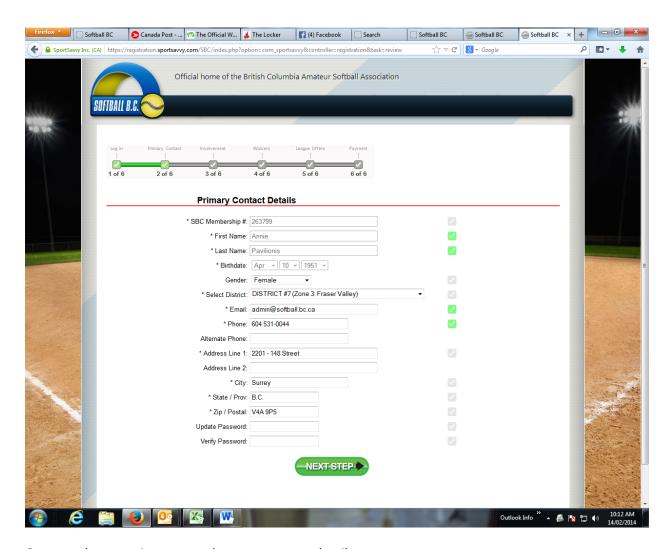


This is the first screen you go to when you have clicked on a Softball BC Umpire Clinic.

Type in your membership number and click on Submit

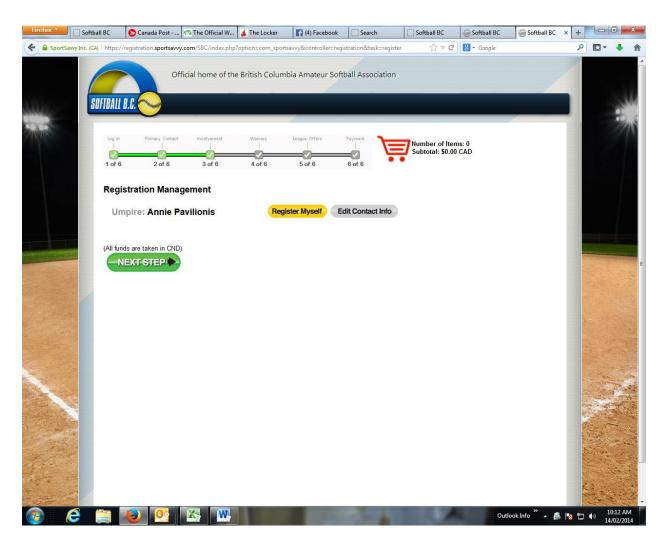
You will need to enter your First and Last Name and Date of Birth

Click Submit



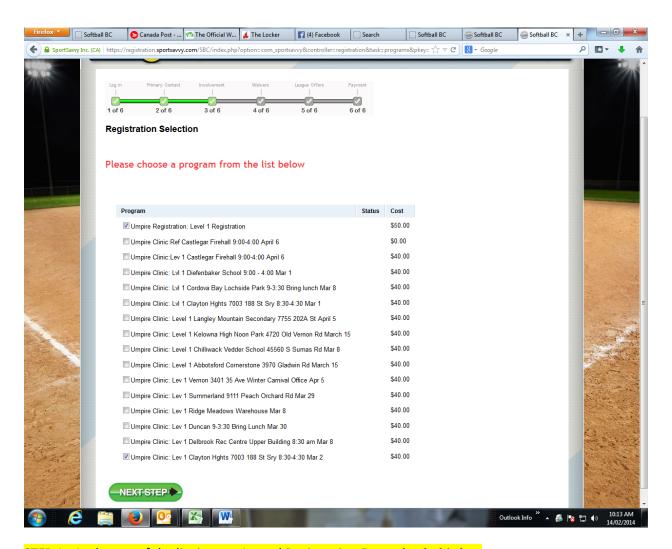
Once you have put in your number your contact details appear.

Click Next Step



You can click on Edit Contact Info if you need to make any changes or updates. Then click Next Step

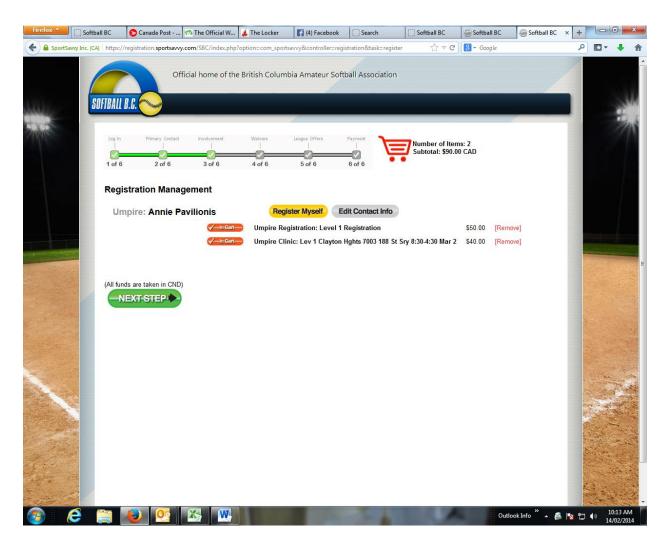
Click on "Register Myself" to pay your registration and select a clinic.



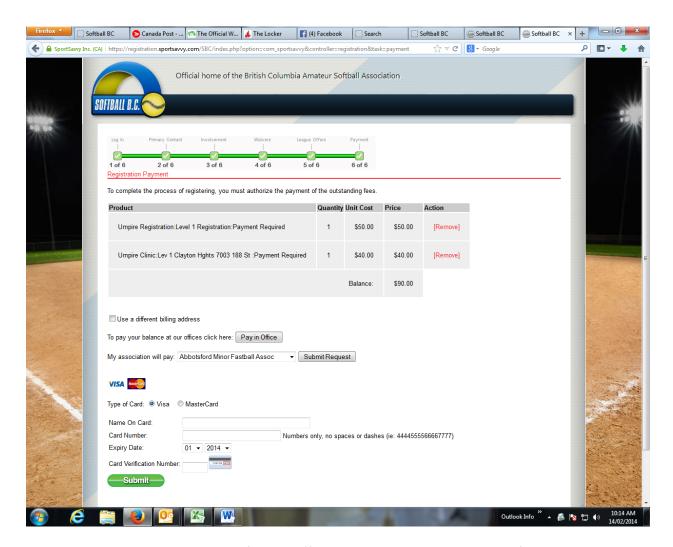
STEP 1. At the top of the list is your <u>Annual Registration Fee</u> – <u>check this box</u>

STEP 2: Select a clinic you wish to take

Click Next Step



This is where you see what you are being charged for your annual registration and the clinic fee Click Next Step

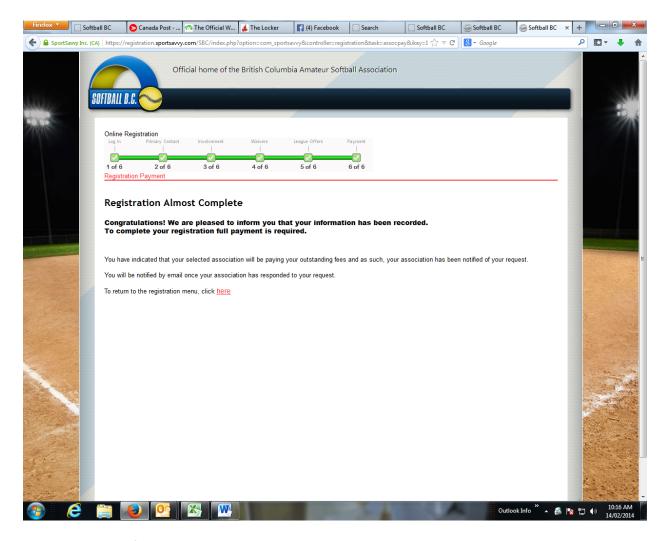


On this screen you have the option of pay at Office by phoning in your credit card if you do not want to do it on line or coming into the Softball BC office to pay. This must be done one week before clinic or there will be no materials for you at the clinic. **NO OPTION TO PAY AT CLINIC!**

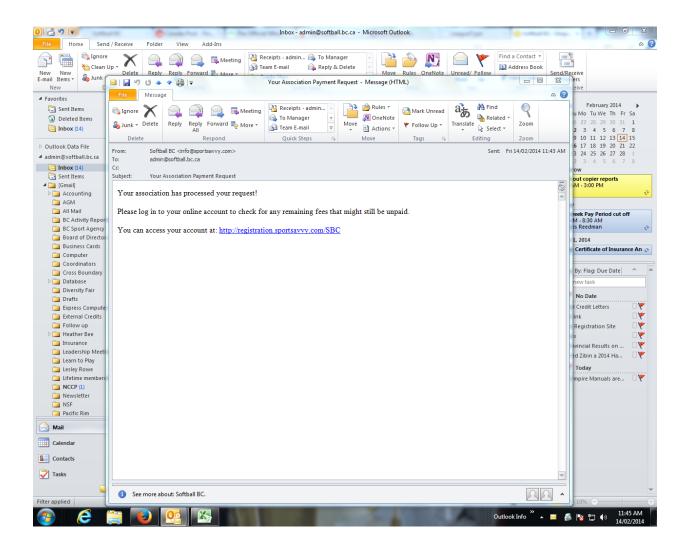
Another option is selecting an Association to pay for you This will send an email to the President or registrar to approve you. They have the option of paying or doing nothing. By doing nothing you will not be shown on the clinic list as a participant.

The next option is paying by your credit card

Click Submit



This is the screen if you have chosen to have an Association pay



This email confirms that your association has approved your registration and clinic fees.

If you do not get a confirmation email then you are not registered for a clinic and have not paid your annual dues. You will need to go back in and pay by credit card.