Renew/Apply for CVFSC Membership

Step 1: Login to your CVFSC EntryEeze account.

- 1. If you are a current member of CVFSC and don't have an EntryEeze account activate yet, please click "Access my account" under Existing Members and click "Forgot your password" to activate your account.
- 2. If you are NOT a current member of CVFSC, please refer to the "New Member Registration" procedure to set up an account.

Step 2: Once in your EntryEeze account, click "Apply/Renew" button on the top menu bar.



Step 3: Select the appropriate the membership categories in the drop down list. Click on "View membership options" to see detailed descriptions of each membership type. If you have any questions, please email CascadeValleyFSC@yahoo.com for help.



Step 4: If you are a new member, please click "Apply" for the first skater and "Renew" for current member. You will have to go through step 3 and 4 for each skater in your family.

Step 5: Fill out the club and personal information as requested by following Entryeeze's instruction. Once you are done, it will ask you to either process another family member or go to checkout. If you have another skater need to be renewed or applied, click "process another family member". Otherwise, go to check out.

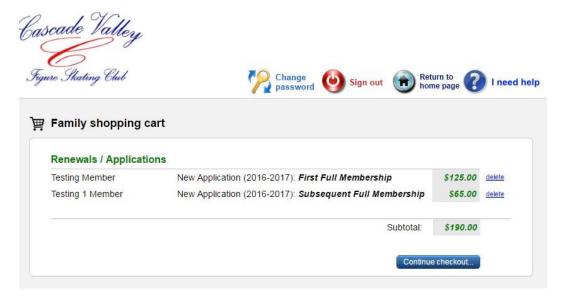


Step 6: If selected "Process another family member", you will go back to the main screen for "Apply/Renew". Follow Step 3 through 5 above to apply/renew the 2nd skater.

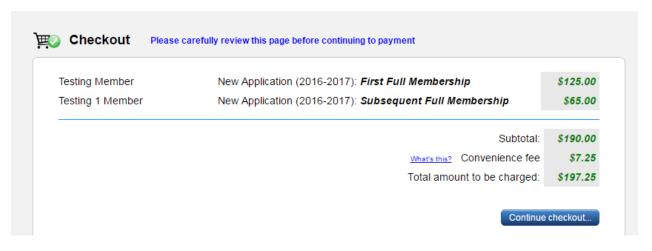
Note: If the 2nd or any subsequent family members require a full membership, please select "Subsequent Full Membership". This is to ensure the system can process your request and calculate the price correctly at checkout.

10	o add a new family member, click the "Ma	nage my Family" tab above
. US Figure Skating members 2. US Figu	ire Skating test rates. Priority access	or the first family member (home club members only) to Club sponsored test sessions. hows, exhibitions, critiques, club ice, banquet, etc.
	Membership Type	Available Options
Name	View membership options	Available Options
Name Testing Member	View membership options First Full Membership ▼	Renew another member, or go to the Shopping Cart to complete checkout

Step 7: If finished process all family members, go to the shopping cart. Click "Continue checkout".



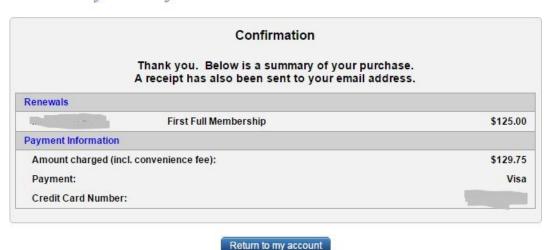
Step 8: Click "I understand and agree with statement" of submitting the signature form and "Continue checkout". A convenience fee will be applied. Click ""Continue checkout" again.



Step 9: Input your credit card and billing information. Once you are done, please click "submit payment".

Step 10: A confirmation page should be populated to confirm your payment.





Step 11: IMPORTANT: Go to the CVFSC Club <u>home page on the Entryeeze portal</u>. Find and click the link, "Click here to complete electronic signatures". If you receive an error message when accessing this signature page, please click to request a new link.

Step 12: Don't forget to take your Safesport training

- To find CVFSC SafeSport Policies: http://www.cascadevalleyskating.com/safe-sport.html
- For USFSA SafeSport Information: http://www.usfsa.org/shell.asp?sid=49066
- SafeSport Parent Training** (online):
 https://www.usfigureskating.org/sites/default/files/mediafiles/SafeSport%20Compliance%
 20Requirements.pdf

^{**} Complete the required online training and background check to receive volunteer credit