

New Member Registration Procedure

Step 1: Go to the Cascade Valley Figure Skating Club Entryeze Membership Site by clicking the link below:

<http://comp.entryeze.com/Membership/Welcome.aspx?cid=192>

Step 2: Click on “Apply for membership” button in the box of “New Members & transferring members”

Welcome to
**Cascade Valley
Figure Skating Club**
membership system

*Cascade Valley
Figure Skating Club*

Non Members
To register for an upcoming test session:
[Click here](#)

Existing Members
[Access my account](#)

**New Members
& transferring members**
Join our club!
[Apply for membership](#)

Administrators
Manage your membership information
[Administrator Login](#)

Announcements

2016-2017 membership online renewal/application will be available on May 21, 2016.

Note: Membership renewal or application will NOT be processed until the Signature Form is signed and returned to the club mailbox or scanned/emailed to CascadeValleyFSC@yahoo.com

Signature Form can be found on the membership page of club website or useful links on the right panel of this screen.

\$25 late fee will be applied for renewals after July 31, 2016 11:59PM. Late fee doesn't apply for new members.

The following test session sign-up will be available on May 22, 2016:

Thursday, July 14, 2016

Useful Links

[Cascade Valley FSC Website](#)

Membership Application Handbook

Membership Application Signature Form

Step 3: If another member of your family is a current member of CVFSC, please login to your existing family account and directly go to **Step 9**... If you are the first or only member of your family to join the club AND apply for a new membership with CVFSC, please click on the “Create a new family account” button and go to the next step.

IMPORTANT

If another member of your family already has an account with *Cascade Valley Figure Skating Club*, please login to your family's account first, then add yourself as a family-member:

[Login to existing family account](#)

If you are the first/only member of your family to join *Cascade Valley Figure Skating Club*, AND you are transferring or applying for a new membership, please create a new family account with us:

[Create a new family account](#)

Step 4: Input the verification text shown in the box on your screen. Then click “Continue”.

Step 5: Fill out the member's information. Then, click “Save personal information” at the bottom of the page.

Please enter the new member's information here:

| | |
|-------------------------|---|
| First Name: | <input type="text"/> |
| Last Name: | <input type="text"/> |
| Date of Birth: | <input type="text" value="-month-"/> <input type="text" value="-day-"/> <input type="text" value="-year-"/> |
| Gender: | <input type="text" value="- select -"/> |
| USFS # (if applicable): | <input type="text"/> (or enter Basic Skills #) |
| Cell Phone: | <input type="text"/> |
| Home Phone: | <input type="text"/> |
| Email: | <input type="text"/> |
| 2nd Email: | <input type="text"/> |
| Mailing Address: | <input type="text"/> |
| Address Line 2: | <input type="text"/> |
| City: | <input type="text"/> |
| State / Province: | <input type="text" value="Alabama"/> |
| Postal Code: | <input type="text"/> |

Step 6: Once you clicked “save personal information”, you should see the thank you screen below and received a validation email named “Welcome – your new account” in your email.

Thank you

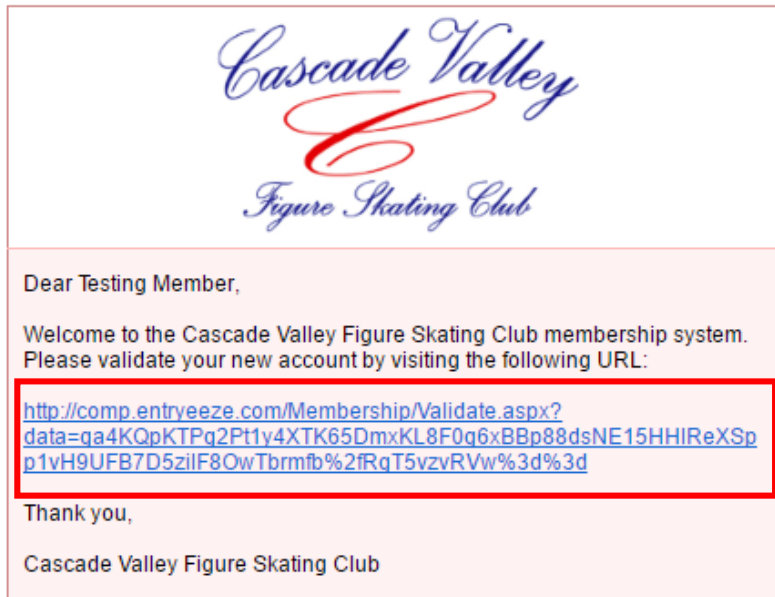
Your membership account has been created.

We have sent an email to you, which includes instructions for validating your account. After validating your account, you will be able to establish your password and then apply for membership with *Cascade Valley Figure Skating Club*.

If you do not receive the email, please contact Michelle Wang at *Cascade Valley Figure Skating Club*.

This browser window can now be closed.

Step 7: Click on the link in your validation email to active your account.



Step 8: Once you clicked on the validation link, it will pop up for you to create a password for your account. Click “save my new password” when finish.

Welcome, **Testing Member**. Please choose a password to complete validation of your account:

Create a password:

Re-enter the password:

[Save my new password](#)

Step 9: It will take you to the personal information page of your account meaning your account has been set up. If you don't have any other members to add, please stop here and refer to the [membership application procedure](#) to apply for the membership. If you need to add another member of your family, please click “add new family member” button on the left of the screen.

Cascade Valley
Figure Skating Club

[Cart / Checkout](#)

[Change password](#) [Sign out](#) [Return to home page](#) [I need help](#)

[Manage My Family](#) [Apply / Renew](#) [Volunteer](#) [Test Sessions](#) [Merchandise](#) [Contract Ice](#) [Installments](#)

Family Members (click to view/modify)

[Testing Member](#)

[Add new family member...](#)

[Personal Information](#) [Additional Information](#)

Membership: *(not a member)*
Expires: *N/A*

Step 10: Enter the new family member’s information. If any information such as address, email, phone # is the same as the member you just created or an existing member, then check the box “Use xxx from XXX”. Click “Save personal information” once all information is completed.

Please enter the new member's information here:

First Name:

Last Name:

Date of Birth:

Gender:

USFS # (if applicable): (or enter Basic Skills #)

Cell Phone:

Use phone # from **Testing Member**

Home Phone:

Use email from **Testing Member**

Email:

2nd Email:

Use address info from **Testing Member**

Mailing Address:

Address Line 2:

City:

State / Province:

Postal Code:

Step 11: If additional members need to be added, please perform step 9 and step 10 again. Otherwise, please refer to the “Membership Renewal & Application Procedure” to apply/renew the membership.