



## **Registration Instructions for the 2023 – 9280 Pond Hockey Tournament:**

Please follow the steps outlined below to register for the 2023 – 9280 Pond Hockey Tournament:

1. Click the corresponding link for the age-specific Tournament (Youth, Adult or U8) you would like to register your team for on the following page:  
<http://9280pondhockey.com/page1/62/register-now>
2. Under the Register Now section title in the right-hand column of the screen, select your Division from the “Please Select a Session” drop down box, then hit Add to Cart
3. Either Create an Account or Login with existing credentials
4. Once logged in, click the “Add Participant” button on the main Shopping Cart page
5. Click “Add New Participant” on the Register Now! pop-up window
6. IMPORTANT: Be sure to enter the TEAM MANAGER info only on the Add New Participant form. This is the person to whom all tournament communication will be sent – you will add individual players on the next screen
7. On the following Program Registration page, the Pond Hockey Team Name field is the only field that is required at this time. You cannot register without a qualified Team Name.
8. NOTE: You may enter team member info at this time if you have it; if not, you may login and enter it at your leisure any time up and until Saturday, December 31, 2022.
9. After completing the Team Info page, you will be prompted to electronically sign and acknowledge the Registration Policies window prior to hitting Submit.
10. Feel free to repeat this process as many times as you would like, 1x per team, for as many teams as you would like to register.
11. Once you have added all of your teams to their respective Divisions, click the Checkout button at the bottom of the completed Shopping Cart page to submit your team registration(s) and corresponding payment info\*.

\* Your payment info will NOT be processed in real time; it will only be processed once your team has been vetted and approved by the tournament directors. You will receive a formal “Acceptance Email”, sent to the Team Manager as outlined above, when this process has been completed.