

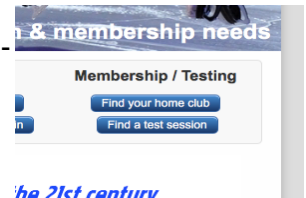
EntryEeze Fall Registration Instructions

Quick Notes:

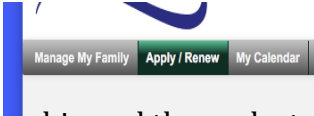
- **USFS Membership Required** for those who are not current members at time of registration.
- **Club Membership Required** – this is separate from the USFS membership.
- **Annual Raffle ticket purchase required**- 5 tickets @ \$50 – Raffle will be drawn at the annual March Ice Show. \$10,000 prize, maximum 3,000 tickets sold. IF less than 2,000 tickets are sold, raffle will revert to a 50/50 prize.

If you already have your membership, you can skip to step 4.

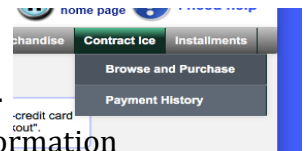
Step ONE: Go to EntryEeze.com and at the top right of the page you will see - Click on “Find your home club” and then select “Traverse City Figure Skating Club”



Step TWO: Click on  and enter your username and password. PLEASE verify all of the information on the page after you log in.

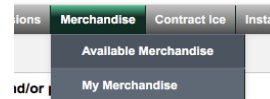
Step THREE: Click on  “Apply/Renew”. Select the appropriate Club Membership and then select renew. This is **MANDATORY** for all members. Without the club membership you will not have the ability to purchase sessions/classes. **GO TO THE CART AND PAY THE MEMBERSHIP BEFORE PROCEEDING TO TRY TO BUY ICE TIME.**

Step FOUR: Go to the Contract Ice tab and select “Browse and Purchase”. Here you will see the options for ice time and classes. You choose the sessions/classes you want and then you have the ability to choose whether you want to pay in full or in installments at time of checkout. For more information on payments see the sessions and info document on the home page where you login.



Step FIVE: Check out! Go to the Cart, and check out and make your first payment or full payment. But you aren't done!!!!

Step Six: Now that you have the membership paid for, you will have access to the items in the “Merchandise” tab. Go to this page. On the left hand side you will see the options:



1. The club **requires members to be a USFS** (U.S. Figure Skating Association – different than club membership). If you are already current with this membership you do not need to purchase this. If you are not sure if you are please contact Laurent Masse at lmasse73@gmail.com.
2. The club **requires members to purchase the “Annual \$10,000 Raffle Tickets”** (5 tickets). More info can be found on the sessions and info document on the login page.
3. If you would like your skater to have a locker in the locker room, you may also purchase this here.

[Annual \\$10,000 Raffle Tickets](#)
[USFS First Year/Learn to Skate Transition Member](#)
[USFS Membership additional Family member](#)
[Locker Fee](#)
[USFS Membership Required](#)

Step SEVEN: Check out! Be sure to complete your first installment payment or payment in full. You will not be registered for your ice time until payment is made. Finito, Fin, Finished, Das Ende, 結束!!!!

This is meant to get everyone started with the registration process. If you have questions please feel free to ask.

Thank you!