

## INSTRUCTIONS – ALPINE ONTARIO ONLINE WAIVER

1. Log on to: [www.alpineontario.ca](http://www.alpineontario.ca)
2. Select: Member Log in/Registration (top right hand side)

The screenshot shows the homepage of the Alpine Ontario website. At the top, there is a search bar and a navigation menu with 'AOA' selected. Below the navigation menu, there is a 'ROGERS RACELINE' section with a list of news items. To the right of the news items is a video player showing a group of skiers. Below the video player are three columns of widgets: 'Quicklinks' with links for E-NEWS SIGN-UP, AOA MAGAZINE, PHOTO GALLERY!, and AOA BUY & SELL; 'Upcoming Events' with dates for Oct 23 and Oct 28; and 'National News' with a section for the 2011 AOA Awards. The 'Login' link in the top navigation bar is circled in red, and a red arrow points from the second instruction to it.

3. You must either login with your user name and password from last year or create a new account if you are new to racing this year.
4. Complete the on line waiver for the Parent (of competitor or coach under the age of 18) first
  - a. Fill in all of your information, not the racer's
  - b. Under club, select: Brimacombe Ski Club
  - c. Create: username/password/confirm password – write this down for future
5. At the bottom of this page, select Next: Child Information
6. Add/update information for each child. Ensure that the youth are in the correct series ie NG Dev Ages 7-8 for our Home Development (ages 7-10), Nancy Greene (ages 7-10), K1 League (ages 11-12), K2 League (ages 13-14) or J League (ages 15-19).
7. Complete all of your racer's information and follow the prompts all the way through completing registration and electronic signed waiver.
8. Please keep a copy of usernames and passwords. This is needed for registering your youth in Alpine Ontario camps or for next year's registration.
9. Once completed you will receive a confirmation email from [admin@alpineontario.ca](mailto:admin@alpineontario.ca)