



SPORTSTG - HOW TO CREATE AN ACCOUNT

To register, go to the Baseball Victoria website or the website of the club with which you want to play.

Click on the registration form.

NOTE: each club will have a link to the club form on the [Baseball Victoria](#) website.

You must create an account in order to register. If you are a parent registering multiple children, you only need to create one account for yourself.

Complete the details on the create account form and then click:
Sign Up

You will be sent an email to verify your email address.

Registration successful. A verification email is on it's way, please verify your account by clicking on the link in the email.

Follow the instruction in the email.

Once you have verified your email address, go back to the login page and log in.

NOTE: if you already have an account, click:
Already have an account? Logon

You will be directed to the login page.



SPORTSTG - HOW TO REGISTER MORE THAN ONE PERSON

To register, go to the Baseball Victoria website or the website of the club with which you want to play.

Click on the registration form.

NOTE: each club will have a link to the club form on the [Baseball Victoria](#) website.

Whether you are registering for yourself and someone else or you are a parent registering multiple children, the process is the same.

You must create an account, complete the first registration in the usual way. When you get to the **summary** page, click **register another person**.

The screenshot shows a 'Summary' page with a table of fees. The table has two columns: the fee description and the amount. The first row is 'Mickey Mouse' with a 'National fee - under 18' of '\$100.00'. Below this, there are links to 'Remove' and 'Remove Mickey Mouse'. A link to 'Register another person' is highlighted with a red box. At the bottom, there is a 'Subtotal' of '\$100.00' and a 'Total' of '\$100.00'. There are also buttons for '← Back' and 'Proceed to payment'.

Summary	
Mickey Mouse	
National fee - under 18	\$100.00
Remove	
Remove Mickey Mouse	
Register another person	
Subtotal	\$100.00
Total	\$100.00
← Back	Proceed to payment

This takes you back to the beginning where you can register another person in the usual way. You can register as many people as you want.

The summary page will show all the registrations separately and the total amount to be paid.

The screenshot shows a 'Summary' page with a table of fees. The table has two columns: the fee description and the amount. The first row is 'Mickey Mouse' with a 'National fee - under 18' of '\$100.00'. Below this, there are links to 'Remove' and 'Remove Mickey Mouse'. The second row is 'Minnie Mouse' with a 'National fee - under 18' of '\$100.00'. Below this, there are links to 'Remove' and 'Remove Minnie Mouse'. A link to 'Register another person' is highlighted with a red box. At the bottom, there is a 'Subtotal' of '\$200.00' and a 'Total' of '\$200.00'. There are also buttons for '← Back' and 'Proceed to payment'.

Summary	
Mickey Mouse	
National fee - under 18	\$100.00
Remove	
Remove Mickey Mouse	
Minnie Mouse	
National fee - under 18	\$100.00
Remove	
Remove Minnie Mouse	
Register another person	
Subtotal	\$200.00
Total	\$200.00
← Back	Proceed to payment

Continue through the payment process as usual.

GAIN. TRAIN. RETAIN. SUSTAIN.



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