



**Step By Step Instructions for a NEW Adult Other Membership (Prime Time Only Players, Tournament Directors, Senior 55+ who plan to play in the US Open Tournament).**

1. **PRINT, READ AND FOLLOW ALL DIRECTIONS.**
2. Go to this web address or press here:

[https://webpoint.usavolleyball.org/wp/memberships/join.wp?mbr\\_ChapterID=25980](https://webpoint.usavolleyball.org/wp/memberships/join.wp?mbr_ChapterID=25980)

3. Membership Information page will come up. Fill out all fields on this page, **fields marked with an \*** are required fields.
4. Then it will ask you to create a login. The username can be an email address but doesn't have to be and the password must be 6 characters long. It will also ask you to have a security question and answer. Please make sure these are easy to remember as most people only go into their account a few times a year and will need to renew their membership each year.
5. Membership Option page will come up.
  - a. If you are **only** an Adult Player please choose **ADULT PRIME TIME (RMR)** for the club name
  - b. If you wish to be on the Player's Pool List choose **ADULT PLAYER POOL.**
  - c. If you are **only** a Junior Tournament Director please choose **ADULT TD (RMR)**
6. You will then need to choose one of the following Membership Type:
  - ◆ Other Membership (Prime Time Only Players, Tournament Director and Senior 55+ playing US Open).
7. Now you are asked to select "Roles" that you want to associate with. Choose all that apply under Adult Team Roles and Unaffiliated Individual Roles and Interest and then hit "Submit". **WARNING**, If you choose a "Role" that is affiliated with a Junior Club/Team, you must register as an **ADULT REGULAR MEMBER. Officials must also be ADULT REGULAR MEMBER.**
  - Adult Team Roles
    - Player
    - Coach
    - Team Representative
  - Unaffiliated Individual Roles
    - Unaffiliated Adult
    - Interested in officiating Adult Tournaments
    - Interested in officiating Junior Tournaments- **requires background screening**
    - Interested in directing Adult Tournaments
    - Interested in directing Junior Tournaments- **requires background screening**
    - I am a PAVO official
8. The "Confirm" page will then ask if the information is correct. If something needs to be corrected hit the "Edit" button next to the section.
9. Next, fill out the Payment Information section, **ONLY VISA AND MASTERCARD are ACCEPTED, YOU MUST PAY AT THE TIME OF REGISTRATION.**
10. Next scroll to the bottom of the page and open the **USAV Waiver & Release Liability** and read ALL the information, close the document and check the box on the "Confirm" page. Then open the **USAV Participation Code of Conduct** and read ALL the information, close the document and check the box on the "Confirm" page.
11. Read the **Use Agreement** then check the box.

12. Now for verification purposes you MUST enter your driver's license or the last four of your social security number.
13. Once all the information is correct, go to the bottom of the page and hit the "I agree" box. Then need to hit the "Confirm" prompt, you will then be asked "Are you sure you want to submit your application". If you want to submit your information respond by hitting "OK".
14. Once you have completed the online registration process, including the acceptance of the online signature for the Waiver & Release of Liability Statement, Print Member Confirmation Page, which has your membership card at the bottom. **THE MEMBERSHIP CARD IS PROOF YOU ARE A CURRENT MEMBER OF THE 2016-2017 SEASON.**
15. If you need to update any of your personal information all you need to do is Login at <https://webpoint.usavolleyball.org/> , then "My Information" and change your information.

**If you are having problems and need assistance with the online system contact the help desk line at (303) 264-9136 Monday thru Friday 9am-5pm**