

Umpire On-Line Registration

As a certified umpire with Softball BC, you are able to register fully on-line, completing your annual fees, Umpire Development Fee and your respective clinic through the Softball BC website.

This guide is designed to make the process straight forward and simple for you to complete your 2016 softball season registration as an umpire. Please follow each step and complete the process when you log on. If you need to correct something, just click on the Step # to go back to that page, don't exit and start the process all over again.

- C Q Search Official home of the British Columbia Amateur Softball Association COMMUNITY RESOURCES CONTACT Softboll B.C NEWS PLAYERS COACHES UMPIRES TOURNAMENTS CHAMPIONSHIPS MEMBERSHIPS ABOUT REGISTER **Cross Boundary Permits** FIND US ON UMP October 20, 2015 GET YOUR SO At the 2015 Softball BC Annual General Meeting, held on Saturday October 17, the membership of Softball BC voted in favor of eliminating the Cross Boundary Rule completely. This allows any player, of any age or category GET OUR NEWSLETTER to play wherever they wish Article 12.6 of the Softball BC Handbook will be deleted in its entirety, effective immediately. PLAYERS If you have any questions regarding the elimination of this rule please contact your District Minor Coordinator LEARN TO PLAY CANDITCH PROGRAM TEAM BC Team BC Gir Team BC Boys LONG TERM PLAYER DEVELOPMENT TEAM ASSOCIATION INFORMATION (INCLUDING TRYOUTS) CROSS BOUNDARY PERMITS EXTERNAL CREDITS Tournaments Umpires Championshing
- Step 1 Open the link for Umpire Registration from the Softball BC website at <u>www.softball.bc.ca</u>

- Step 2 Enter your Softball BC Lifetime Membership Number and "Enter"
 - i) If you don't have a Lifetime Membership Number (LMN), open <u>Click here to get one!</u>
 - ii) If you have a number, but don't remember it, open <u>"I forget"</u>



 Step 3 – In the boxes indicated, type in your last name, first name and date of birth (these must match the information entered from your lifetime membership into the database. If you are not able to enter matching information, please contact the Softball BC office for assistance) and enter



• Step 4 – Review your primary contact details to ensure the information is up-to-date and accurate. Once complete, move the cursor to the "Next Step" button and "Enter"

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	* First Name	Joe	8
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	Gender	Male •	
	* Select District	DISTRICT #15 (Zone 4: Fraser River-Delta)	• 👩
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	* City	Delta	
	* State / Prov.	8.C.	
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	Update Password		
	Verify Password		
		NEXT-STEP	

Step 5 – Choose a Registration level from the choices listed (depending on your level of certification, will determine which levels of registration you can choose from). This is your annual membership fees to maintain your status as a certified umpire and to renew your insurance from Softball BC. (** please note, a new certification level has been added for 2016, <u>Umpire Emeritus</u>, this category is only for umpires certified at Level 4 and above and who are not active umpires)

Move your cursor to the check box for the level of registration you have chosen, and click the mouse, then move the cursor to "Next Step" and click the mouse to move to the next page.

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gistration Selection							
ease choose a registration from t	he list	below					
Program	Status	Cost					
Umpire Registration 2016 Level 2 Registration		\$65.00					
Umpire Registration 2016:Level 1 Registration		\$50.00					
-NEXT-STEP							

• Step 6 – Choose your clinic by moving the cursor to the check box of the clinic you wish to attend and click. Once the box has been checked off, move the cursor to the "Next Step" button and click to enter

se choose a clinic from the list below			
Program	Status	Cost	
Umpire Clinic 2016: Level 1 at Steveston London Sec 8:30-4:00 April 2		\$45.00	
Umpire Clinic 2016: Refresher at Steveston London Sec 8:30-2:00 April 2		\$30.00	
Umpire Clinic 2016: Sr Refresher Cornerstone Christian School 9-4:30 pm March 12		\$30.00	
Umpire Clinic 2016: Level 1 Cornerstone Christian School 9-4:30 pm March 12		\$45.00	
Umpire Clinic 2016: Level 2 Cornerstone Christian School 9-4:30 pm March 12		\$45.00	
Umpire Clinic 2016: Lev 2 RM Warehouse (23382 River Rd) 8:30-4:00 Mar 20		\$45.00	
Umpire Clinic 2016: Refresher at Steveston London Sec 8:30-2:00 April 3		\$30.00	
Umpire Clinic 2016: Level 1 at Steveston London Sec 8:30-4:00 April 3		\$45.00	
Umpire Clinic 2016: Lev 1 RM Warehouse (23382 River Rd) 8:30-4:00 Mar 19		\$45.00	
Umpire Clinic 2016: Refresher South Delta Sec. 9:00-5:00 pm Feb 27		\$30.00	
Umpire Clinic 2016: Refresher South Delta Sec. 9:00-5:00 pm Feb 28		\$30.00	
Umpire Clinic 2016: Level 1 South Delta Sec. 9:00-5:00 pm Feb 27		\$45.00	
Umpire Clinic 2016: Level 1 South Delta Sec. 9:00-5:00 pm Feb 28		\$45.00	
Umpire Clinic 2016: Refresher		\$0.00	
Umpire Clinic 2016: Ref Langford Ball Park 8:30 -1:00 March 13		\$30.00	
Umpire Clinic 2016: Lev 1 Cordova Bay Lochside Park 8:30-3:00 Mar 19		\$45.00	
Umpire Clinic 2016: Ref Cordova Bay Lochside Park 8:30-1 Mar 20		\$30.00	
Umpire Clinic 2016: Ref Duncan Ball Park 8:30-1:00 April 3		\$30.00	
Umpire Clinic 2016: Lev 1 Duncan Ball Park 8:30-3:00 April 3		\$45.00	
Umpire Clinic 2016: Sr Refresher Hyacinth Park 9:00 am Apr 9		\$30.00	
Umpire Clinic 2016: Jr Ref Johnston Heights Sec 8:45 am March 5		\$30.00	
Umpire Clinic 2016: Level 1 Johnston Heights Sec 8:45 am March 5		\$45.00	
Umpire Clinic 2016: Level 1 Johnston Heights Sec 8:45 am March 6		\$45.00	
Umpire Clinic 2016: Lev 2 Johnston Heights Sec 8:45 am Mar 5-6		\$45.00	
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Step 7 – Choose the appropriate Umpire Development Fund line for your registered level of certification. Move the cursor to that check box and click. (The Umpire Development Fund is a mandatory contribution by all umpires in Softball BC to assist in funding travel and education for umpire development. It was voted on by the District UICs at the 2014 AGM, and implemented for the 2015 season) Move the cursor to the "Next Step" button and click

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savvy&controller=registration&task=step3			G	Q, Search
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Please choose a fund amount fro	om the list below			
Program	Status Cost			
Vmpire Development Fee 2016:Level 1	\$5.00			
NEXT-STEP				

Step 8 – Review your on-line registration information to ensure it is accurate and complete. All certified umpires in good standing with Softball BC must register and pay for their annual membership dues, umpire development fee and an annual clinic fee (please see exceptions listed below). Only remove a charge if it has been duplicated, or is not for the certification level you are registering for.

EXCEPTIONS

- ** Those umpires designated as instructors
- ** Umpires selecting a Refresher clinic who attended the 2016 Blue Convention
- ** Umpires who have selected the Umpire Emeritus category

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Product	For	Quantity	Unit Cost	Price	Action	
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Umpire Clinic 2016 Refresher Payment Required	Joe Blow	1	\$0.00	\$0.00	[Remove]	
Umpire Development Fee 2016 Level 1: Payment Required	Joe Blow	1	\$5.00	\$5.00	[Remove]	
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Submit						

There are a number of options available to you to ensure payment of these fees is done within the guidelines set by your association, or for your convenience in a payment method.

- *Use a Different Billing Address* where an invoice is to be sent to an address other than the one in your personal profile (used in conjunction with the Pay at the Office option).
 Click on this option to enter the billing address.
- *ii)* Add selected item to another referee to be used when one individual is registering and assigning payment, or paying for a group of umpires (they must all be the same level of certification, and registered in the same district)
- iii) To pay your balances at our offices, click here- when the registering umpire doesn't wish to use the credit card option to pay for their registration, click on the "Pay in Office" button and submit payment either in person, or by mail to Softball BC
- *My association will pay* where your home association has agreed to pay a portion of, or all the annual fees and clinic costs for you. Move the cursor to the window showing the name of an association and click on the arrow to open up the box with all associations listed alphabetically. Scroll down to your home association, and double click on that association name. An email is generated to a contact person in that association, identified by Softball BC. The association contact person will reply to the email, if they reply "YES", you will receive an email confirmation that your registration is complete. If you don't receive an email confirmation within 72 hours of registering, contact either the Softball BC office, or your association's park UIC for further information. <u>YOU ARE NOT REGISTERED FOR A CLINIC UNTIL THE CONFIRMATION HAS BEEN RECEIVED.</u>
- v) Pay by credit card we accept either Visa or Master Card.

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	Umpire Clinic 2016:Refresher:Payment Required	Joe Blow	1	\$0.00	\$0.00	[Remove]	
	Umpire Development Fee 2016:Level 1:Payment Required	Joe Blow	1	\$5.00	\$5.00	[Remove]	
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As always, should you have any questions, don't hesitate to contact the Softball BC office for assistance.

Rick Benson, Executive Director, BCASA 604-371-0302 or rbenson@softball.bc.ca