

Online Registration Overview



Managing registrations online for your league, tournament, camp, or event with Active has never been easier and is the perfect complement to your existing registration process. Endorsed by many of the most respected names in youth and adult sports, Active saves time, money, and effort for your league.

How Online Registration & Fee Payment Works

- ▶ Players or parents visit your website, sign up, and pay by credit card online 24 hours a day, 7 days a week!
- ▶ Your online customizable form gathers all data error-free without the need for your staff to labor through data entry.
- ▶ Registration tools allow you to search and sort registration data, print registration lists, and download participant data in a variety of different formats 24 hours a day.
- ▶ Active mails you a check every two weeks for all registrations processed.

Save Time, Money & Hassles For Your Volunteer Staff

- ▶ Registrants can pay by credit card from home so you will have fewer checks to handle.
- ▶ Using the Internet and email to promote registration will help you increase registration numbers, while cutting down the need for expensive mailings and print costs.
- ▶ The system helps you create custom registration reports based on your preferences.
- ▶ Registrants input their own data so you won't have to deal with illegible writing or incomplete forms.
- ▶ You can add a custom question to solicit volunteers during the registration process so you can quickly and easily compile names and email addresses of potential volunteers for your league.

Increase League Revenue & Membership

- ▶ The registration system allows you to include fundraising program fees as part of the league fee or as a separate item.
- ▶ Customizable questions help you sign up members for golf tournaments, league dinners, and other events.
- ▶ The merchandise sales tool allows you to up-sell, offering league t-shirts, caps, raffle tickets, etc.
- ▶ You can make online registration available year round without additional volunteer effort.

Privacy Policy And Internet Safeguards

- ▶ Active adheres to one of the most stringent privacy policies and will not share participant data or account information with third parties.
- ▶ The system uses SSL-encryption technology issued by VeriSign to protect all payment information.

Easy To Set Up And Manage

- ▶ Active's Registration Center gives you all the tools you need to manage the registration process from start to finish.
- ▶ You can customize your registration form to include not only standard information, but also league-specific information.
- ▶ You can give multiple administrators access to the site to handle all your league needs.
- ▶ Active provides you and your parents and players full customer support services.

Financials

- ▶ There are no set up fees and no hidden costs.
- ▶ The only cost associated with the service is a small processing fee for each registration that can be structured to meet your needs.

Fee Structure	
Registration Fee	Processing Fee
\$0-\$150	6.75% + \$ 1.25
\$150.01-\$500	3.75% + \$ 5.75
\$500.01 and up	2.75% + \$10.75

\$3.25 Minimum fee per registration

- 1. Pass on Fee:** The registrant will pay the regular registration fee as well as the processing fee in exchange for the convenience of online registration.
 - 2. Build in Fee:** You decide to absorb the cost of the processing fee so both online and offline registrants pay the same amount.
 - 3. Split the Fee:** You may elect to absorb a portion of the processing fees and pass on a nominal amount.
- Every two weeks, a check will be sent to you for your registration fees collected over the period. You have access to complete financial reports 24/7.