Noblesville Youth Baseball

IN-HOUSE RECREATION BALL REGISTRATION GUIDE

The purpose of this guide is to assist parents/guardians with registering their children for Noblesville Youth Baseball on our new website. The registration process is simple and straightforward and this guide should help ensure success registering.

If you have any questions, please email registration@noblesvillebaseball.org

Notes:

1. If you registered last year (2014 Rec Ball), your information is stored in our registration system. You do not need to complete all of the steps below. Simply click REGISTER NOW under your child's information and select the appropriate Division.

2. Each division is broken down by age groups/grades of the child. When you register, you will see a list of all Divisions available. **You should select the Division that matches the CURRENT GRADE of your child in school. For T-Ball 3 & 4 Year Old and 5 Year Old, select the Division that matches the AGE of your child AS OF MAY 1, 2015.** If you mistakenly select the wrong division, contact us and we can manually adjust their Division.

   Here is a break-down of the age/grade levels:

Age Group/Grade
3-4 Year Old
5 Year Old:
Kindergarten:
1st Grade:
2nd Grade:
3rd Grade:
4th Grade:
5th/6th Grade:
* In certain circumstances, we can allow players up to 14 years old to register for 5th/6th grade

3. We currently accept Visa and MasterCard for payment.

4. Creating an account is a one-time process. You can register multiple participants under this account and it can also be used in future (i.e. 2016) registrations. Once you have entered your child's (participant) information, each year you will be shown the appropriate age level division to register for automatically.

5. Blue Sombrero (our website and registration hosting company) has a Frequently Asked Questions section on their website that answers most registration related questions. It is located on their website at https://bluesombrero.zendesk.com/entries/22108236-Registration-FAQs.

DETAILED INSTRUCTIONS

STEP 1	Browse to http://www.noblesvillebaseball.org
STEP 2	Create an account by clicking the REGISTER button in the upper right corner **New Customer Primary Contact** * First Name: John Middle Initial: * Last Name: Smith Suffix: * Email Address: soundxpert@yahoo.com * User Name: johnsmith11111 Only letters, numbers, @ dot (.) and underscore (_) are allowed * Password: •••••••• * Reenter Password: •••••••• **Create New Account**
STEP 3	Enter Primary (required) and secondary (recommended) contact information. Cell phone is required for contact purposes. If you do not have a cell phone, use home phone for both. *Note: All fields marked with an asterisk (*) are required.* **Primary Contact Information** * Street: 100 Main Street Unit#: * City: Noblesville * State: Indiana * Zip Code: 46060 * Country: United States * Telephone: 317 555 1212 * Cell Phone: 317 555 2121 **Secondary Parent / Guardian Information** First Name: Sally Last Name: Smith Street: 100 Main Street Unit#: City: Noblesville State: Indiana Zip Code: 46060 Telephone: 317 555 1212 Cell Phone: 317 555 8888 Secondary Contact Email: sallysmith@yahoo.com

STEP 4	Add a participant (child) to your account

Add a New Participant

All fields marked with an asterisk (*) are required.

Same as Primary Contact:	☐
*Participant's First Name:	Billy
Participant's Middle Initial:	
*Participant's Last Name:	Smith
*Participant's Gender:	Male ▾
*Participant's Date of Birth:	Aug ▾ 12 ▾ 2005 ▾
Participant's Email:	
*Street:	100 Main Street
Unit#:	
*City:	Noblesville
*State:	Indiana ▾
*Zip Code:	46060
*Country:	United States ▾
*Telephone:	317 555 1212
Cellphone:	

Click **NEXT** to continue or ADD ANOTHER PARTICIPANT if you have another child to add

[Cancel] [Add Another Participant] [Next]

| STEP 5 | Choose program for your child. The program for in-house recreation ball is **2015 IN-HOUSE RECREATION BALL**.

Click the checkbox to add this program to your cart and click NEXT.

AVAILABLE PROGRAMS

Available Programs

Name: Billy (Click your programs & signup today!)

	Program Name	Details	Start Date	End Date	Price
☐	2014 In-House Recreation Ball	1st Grade	04/01/2014	06/30/2014	$50.00
☑	2014 In-House Recreation Ball	2nd Grade	04/01/2014	06/30/2014	$50.00
☐	2014 In-House Recreation Ball	3-4 Year Old T-Ball	04/01/2014	06/30/2014	$50.00
☐	2014 In-House Recreation Ball	3rd Grade	04/01/2014	06/30/2014	$50.00
☐	2014 In-House Recreation Ball	4th Grade	04/01/2014	06/30/2014	$50.00
☐	2014 In-House Recreation Ball	5 Year Old	04/01/2014	06/30/2014	$50.00
☐	2014 In-House Recreation Ball	5th & 6th Grade	04/01/2014	06/30/2014	$50.00
☐	2014 In-House Recreation Ball	Kindergarten	04/01/2014	06/30/2014	$50.00

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| STEP 6 | Confirm the details in your shopping cart and click NEXT to continue

Shopping Cart Details

Program	Details	First Name	Last Name	Price	Remove
2014 In-House Recreation Ball	2nd Grade	Billy	Smith	$50.00	☐

SUBTOTAL: $50.00

| << Back | Update Cart | Next >> |
|

STEP 7	Answer additional participant information questions.

Note:
1. You must accept all waivers to continue.
2. Emergency contact information is required, even if the same as the primary contact.
3. School information is important. If the school isn't listed, select OTHER and enter manually.
4. If your child already has insurance, select NO for the questions that follow.
5. You can choose to opt out of fundraising, which is a $40 per participant fee.
6. You must accept the concession stand fee ($35). This money is returned to you if you work your selected time at the concession stand.

Fees and Discounts:

Fees & Discounts

* **Would you like to opt-out of fundraising?**   ⦿ Yes ○ No
(Fundraising Opt-Out)

* **Concession Stand Fee ($35)**   ☑ Accept
(Returned if you work at the concession stand)

STEP 8	Volunteer selection

Volunteers are critical to the success of NYB. If you or your spouse would like to volunteer to be a head or assistant coach, select the appropriate checkbox. Additional information will be requested including Social Security number. This is required for a background check. Without a background check, volunteering as a coach is not possible. Our website uses SSL encryption so your information is secure.

Volunteer

Program	Details	Volunteer Role	Select
2014 In-House Recreation Ball	2nd Grade	Assistant Coach	☐
2014 In-House Recreation Ball	2nd Grade	Head Coach	☑

STEP 9	Checkout
	NYB accepts Visa and MasterCard for payments.
	Enter your billing information and click SUBMIT ORDER at the bottom of the page.
	The order will process and you will be taken to a confirmation page when the payment has cleared. You will also receive an email confirmation.

If you have any issues/questions about the registration process, or submitted registrations, please email registration@noblesvillebaseball.org.

You can also refer to the Blue Sombrero Registration FAQ:
https://bluesombrero.zendesk.com/entries/22108236-Registration-FAQs