

# Coaches/Team Manager: Online Registration Instructions for New Accounts

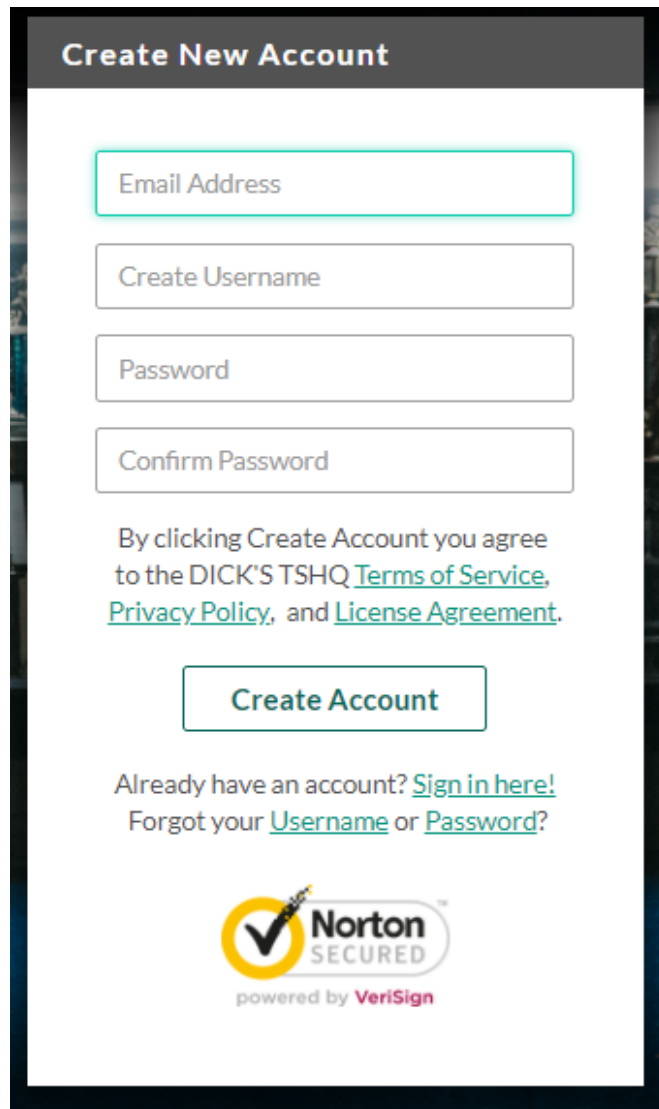
Please read all instructions below to learn how to register your son or daughter.

## Steps to complete online registration:


1. Head toward the Inter Tribal Sports website. For new users select **Register** in the top right-hand corner of the site.



2. Fill out the **Create New Account** section on the Login screen. Then click on **Create Account**.

A screenshot of a web form titled "Create New Account". The form is set against a dark background with a light-colored central area. It contains four input fields: "Email Address", "Create Username", "Password", and "Confirm Password". Below the fields is a paragraph of text: "By clicking Create Account you agree to the DICK'S TSHQ [Terms of Service](#), [Privacy Policy](#), and [License Agreement](#)." Below this text is a "Create Account" button. At the bottom of the form, there are two lines of text: "Already have an account? [Sign in here!](#)" and "Forgot your [Username](#) or [Password](#)?". At the very bottom of the form is the "Norton SECURED" logo, which includes a yellow checkmark icon and the text "powered by VeriSign".

### 3. Fill out the **Account Holder 1: Primary Parent/Guardian Information** section.

Account Holder 1: Primary Parent/Guardian Information	Order Summary
<div style="text-align: center;"></div> <p>Email: testuser@bluesombrero.com Username: testuser413a</p> <p>Gender* <input type="text" value="Select Gender"/></p> <p>First Name* <input type="text"/></p> <p>Last Name* <input type="text"/></p> <p>Select the relationship to your participants: <input type="text" value="Select the relationship to your participants"/></p> <p>Street* <input type="text"/></p> <p>Unit# <input type="text"/></p> <p>City* <input type="text"/></p> <p>State* <input type="text" value="&lt;Not Specified&gt;"/></p> <p>Zip Code* <input type="text"/></p> <p>Cell Phone* <input type="text"/> <input type="text"/> <input type="text"/></p> <p>Telephone <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>Registration \$0.00</p> <p>Cart Subtotal \$0.00</p> <p><a href="#">View Cart</a></p> <hr/> <p><b>Need Help?</b></p> <p>Inter Tribal Sports 40880 County Center Dr., Suite K Temecula, California 92591</p> <p>Phone: 951-719-3444 <a href="mailto:info@intertribalsports.org">info@intertribalsports.org</a></p> <p>DICK'S Team Sports HQ (powered by Blue Sombrero) is the leader in online registration for youth sports leagues across the country. If you are having trouble registering please check out our <a href="#">Registration F.A.Q.</a></p>
Account Information	
<p>What tribe are you affiliated with?* (Tribe Name) <input type="text"/></p> <p>Community Affiliation * <input type="checkbox"/> Native American <input type="checkbox"/> Immediate Family <input type="checkbox"/> Live on Reservation <input type="checkbox"/> Non-Native attending a reservation school</p> <p>Ethnicity * (pick one of the following) <input type="checkbox"/> Native American (ENROLLED) <input type="checkbox"/> Native American (NOT ENROLLED) <input type="checkbox"/> Caucasian <input type="checkbox"/> Hispanic <input type="checkbox"/> African American <input type="checkbox"/> Asian <input type="checkbox"/> Other</p> <p>If Native American (enrolled) please provide the tribe you are enrolled in.* (I.e. Barona, Pechanga, Mesa Grande, etc. If NOT ENROLLED please write NA.) <input type="text"/></p> <p>Other: please specify* (please specify your ethnicity. IF NOT APPLICABLE PLEASE WRITE NA.) <input type="text"/></p>	

If there is no need for an Additional Parent/Guardian's at this moment, leave the area blank and click **Continue**.

**Account Holder 2: Additional Parent/Guardian Information**

After filling in this information, once you click "Continue" below we will send an account invite to the person designated.

Gender

First Name

Last Name

Additional Contact Email

Select the relationship to your participants:

If you wish to add an Additional Parent/Guardian's email (to be cc'd on all Program related emails), enter their information in the **Account Holder 2: Additional Parent/Guardian Information** section and click **Invite Account User & Continue**.

**Account Holder 2: Additional Parent/Guardian Information**

After filling in this information, once you click "Continue" below we will send an account invite to the person designated.

Gender\*

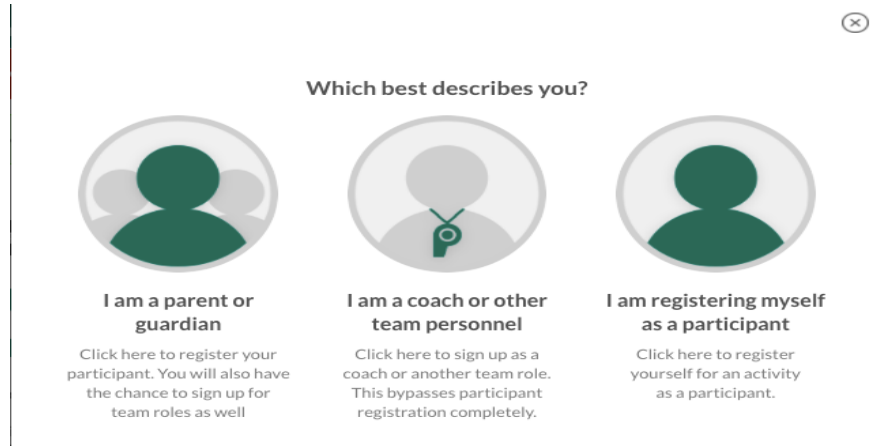
First Name\*

Last Name\*

Additional Contact Email\*

Select the relationship to your participants:

- As first-time registering parent/guardian on the site, a pop up will appear. Select the *first option* if a player AND role of coach, team manager or team parent needs to be register. Continue to step 5. Select the *middle option* if the role of a coach, team manager or team parent needs to be registered but NO player needs to be register at the moment. Continue to step 9. The *third option* is not recommended.



- Fill out the **New Participant Information** section. If multiple players need to be registered select **+ New Participants** and fill out the **New Participants Information** section until finished. Select **Continue** when everything is complete.

NOTES: (1) Players may be added later on (2) The player’s birth date must be set correctly (the same as the uploaded age verification document) or it might not fall within the division parameters ITS has set.

### New Participant Information

? Are you also the participant? Yes  No

**New Participant Name**

Please upload the participant's photo & fill out their information below

Gender\* Female

Legal First Name\* 35 Characters Remaining

Middle Initial 1 Characters Remaining

Legal Last Name\* 36 Characters Remaining

Suffix 5 Characters Remaining

Date of Birth\* Jan 1 2007

Birth Certificate\* 636687400715805688\_birth certificate seen.jpeg

Email Address 100 Characters Remaining

Cell Phone

? Is the participant's address the same as the primary account holder's address? Yes  No

Street\*

Unit#

City\*

State\* California

Zip Code\*

Back
+ New Participant
Continue

#### Order Summary

Registration	\$0.00
Cart Subtotal	\$0.00

View Cart

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 40880 County Center Dr., Suite K  
 Temecula, California 92591  
 Phone: 951-719-3444  
 info@intertribalsports.org  
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ITS & Dick's Team Sports HQ Powered by Blue Sombrero – New Account Registration

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6. For every individual that was registered, **Select** the correct Program and League to sign the player for. Select **Continue** when ready.

NOTE: If the league is not visible than the player's is (1) not eligible due to age or (2) the player has already registered for that league.

### TT Test's Available Programs

2018 ITS Soccer	Price	
<b>1</b> B League (14yrs old and under) <a href="#">View Description</a>	\$0.00	<input type="button" value="Select"/>
<b>2</b> C League (11yrs old and under) <a href="#">View Description</a>	\$0.00	<input type="button" value="Select"/>

### Order Summary

Registration	\$0.00
<b>Cart Subtotal</b>	<b>\$0.00</b>

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40880 County Center Dr., Suite K  
Temecula, California 92591

Phone: 951-719-3444  
[info@intertribalsports.org](mailto:info@intertribalsports.org)

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7. For every individual that was registered, fill out all Registration Information. Select **Continue** when ready.

TT Test's Registration Information		Order Summary
Emergency Contact First Name	<input type="text"/>	Registration \$0.00
Emergency Contact Last Name	<input type="text"/>	Cart Subtotal \$0.00
Emergency Contact Phone Number*	<input type="text"/> - - - <input type="text"/>	<a href="#">View Cart</a>
<p>1 2018 ITS Soccer &gt; B League (14yrs old and under) &gt; Test Test</p>		
New or Returning? *	<input type="radio"/> New <input type="radio"/> Returning	
Tribe Playing For: *	<input type="text"/>	
Agreement, Waiver and Release	<p>Agreement, Waiver, and Release: In consideration for being permitted by Inter Tribal Sports, Inc. to participate in the above sports activity, I hereby waive, release, and discharge any and all claims for damages for loss, personal injury, death, or property damage which I may have as a result of participation in said activity. This release is intended to discharge Inter Tribal Sports, Inc. (including its members, officers, employees and agents), its sponsors, host sites, and the above persons or entities free and harmless from any loss liability, damage, cost, or expense which may occur as the result of an injury or property damage that I may sustain while participating in said activity.</p>	
I accept*	<input type="checkbox"/>	
Age Verification	<p>Age verification is subject to confirmation by ITS league officials or Board of Directors and only needs to be submitted once and will be valid for the duration of a participant's involvement in most ITS programs. A copy of the proper documentation must be provided in one of the following forms: birth certificate, immunization record, passport, school ID (with birth date), Tribal ID, Amber Alert card, or driver's license. Individuals may not participate until age verification can be confirmed.</p>	
I accept*	<input type="checkbox"/>	
Consent to Treat Minor	<p>I authorize paramedics and emergency personnel to transfer and treat said minor in the event that a parent/guardian cannot be reached. I further understand that all costs of paramedic transportation, hospitalization, and any examination, x-ray, or treatment provided in relation to this authorization shall be borne by parent/guardian.</p>	
I accept*	<input type="checkbox"/>	
Media Release	<p>I give permission for my child's name and/or picture to be released for use in ITS publications, on the ITS website or in news production/publications.</p> <p>TO OPT OUT: you must submit a written request to Inter Tribal Sports, 42232 Rio Nedo, Suite A, Temecula, CA 92590.</p>	
I accept*	<input type="checkbox"/>	
IF YOU ARE 18 YEARS OLD PLEASE AGREE TO THE PLAYERS ACKNOWLEDGEMENT	<p>I understand that I am participating in a youth program (18 and under) organized by Inter Tribal Sports, Inc. As an 18 year old, I acknowledge and accept full responsibility for my own actions and behavior during the program. I further understand that I will be playing with and competing against minors; furthermore as an adult I may be held liable for and/or prosecuted for any damage to property or injury to persons, whether intentional or not, or any illegal or irresponsible activity.</p>	
I accept*	<input type="checkbox"/>	
Tribal Team Transfer Notice	<p>In the event your first choice team is not participating in the season, pending space availability and approval from the secondary tribe, participants may elect to play on a different team.</p> <p>Age verification is subject to confirmation by ITS league officials or Board of Directors and only needs to be submitted once and will be valid for the duration of a participant's involvement in most ITS programs. A copy of the proper documentation must be provided in one of the following forms: birth certificate, immunization record, passport, school ID (with birth date), Tribal ID, Amber Alert card, or driver's license. Individuals may not participate until age verification can be confirmed.</p> <p>Revised August 2015.</p>	
I accept*	<input type="checkbox"/>	
<a href="#">Back</a>	<a href="#">Continue</a>	

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 Phone: 951-719-3444  
[info@intertribalsports.org](mailto:info@intertribalsports.org)

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8. Sign up to volunteer (AKA Coach/Team Manager/Team Parent) on the **Available Program Positions** page. If the position isn't available select **Show More** and continue to step 9. If the position is available, select **Sign Up**, select **Continue** and skip to step 10.

**Available Positions**

1 2018 ITS Soccer B League (14yrs old and under) Positions

! Test is registered here.

Head Coach ⓘ	Sign Up
Team Manager ⓘ	Sign Up
Assistant Coach ⓘ	Sign Up
Team Parent	Sign Up

Back Show More  I do not wish to volunteer at this time Continue

**Order Summary**

Registration	\$0.00
Cart Subtotal	\$0.00

View Cart

**Need Help?**

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If you DO NOT wish to volunteer, mark the box 'I do not wish to volunteer at this time' below, select **Continue** and skip to step 13.

Back Show More  I do not wish to volunteer at this time Continue

9. Sign up to volunteer (AKA Coach/Team Manager/Team Parent) on the **Available Program Positions** page. Find the program and click on **Select** than select **View Available Positions**.

**Additional Program Positions**

Programs	Activity Type
1 2018 ITS Soccer	Soccer

Back View Available Positions

**Order Summary**

Registration	\$0.00
Cart Subtotal	\$0.00

View Cart

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Find the position and the league that is needed and select **Sign Up** then select **Continue**.

### Available Positions

1 2018 ITS Soccer > D League (7yrs old and under) > Positions

Head Coach ⓘ	Sign Up
Team Manager ⓘ	Sign Up
Assistant Coach ⓘ	Sign Up
Team Parent	Sign Up

2 2018 ITS Soccer > C League (11yrs old and under) > Positions

Head Coach ⓘ	Sign Up
Team Manager ⓘ	Sign Up
Assistant Coach ⓘ	Sign Up
Team Parent	Sign Up

3 2018 ITS Soccer > B League (14yrs old and under) > Positions

Head Coach ⓘ	Sign Up
Team Manager ⓘ	Sign Up
Assistant Coach ⓘ	Sign Up
Team Parent	Sign Up

Show More

Back  I do not wish to volunteer at this time

### Order Summary

Registration	\$0.00
Cart Subtotal	\$0.00

### Need Help?



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10. Select the box **Sign up \_\_\_\_\_**, select **Continue** and continue to step 11. If another Coach/Team Manager/Team Parent needs to be register, select the box **+ Sign up a Family Member**, select **Continue** and continue to step 12.

### Who would you like to sign up for the following position(s)?

1 2018 ITS Soccer > D League (7yrs old and under) > Head Coach

 Sign up testuser413a (Selected)	 Sign up a Family Member
--	---

Back

### Order Summary

Registration	\$0.00
Cart Subtotal	\$0.00

### Need Help?

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# 11. Fill Out information about

RS Position Information needed for Raymond Santiago

1 2018 ITS Soccer B League (14yrs old and under) Head Coach

Please click the image to the left to upload your photo.

Legal First Name \*

Middle Initial

Legal Last Name \*

Relationship to Participants

Select your relationship to your participants

Date Of Birth\*

Month

Day

Year

Gender\*

Select Gender

Street\*

16 Characters Remaining

Unit#

City\*

State\*

Zip Code\*

Telephone

Email Address\*

100 Characters Remaining

Have you ever been convicted of a crime of violence, crime against a person, or a felony?

Yes    No

If yes, please explain\*

500 Characters Remaining

Coaches Code of Conduct Waiver

- 1) I shall not indulge in conduct that would incite players or spectators against the officials, program coordinators, coaches or teams. Public criticism of officials, players, ITS staff or coaches is unacceptable.
- 2) I will treat all players, coaches, officials, ITS Staff and fans with respect regardless of race, gender, creed or ability.
- 3) I will not use profanity or aggressive language that could set a negative example for our athletes.
- 4) I will encourage good sportsmanship by demonstrating positive support for all players, coaches, officials, and ITS Staff at every game. In addition, I will shake hands with my opponent before and after each game regardless of the outcome.
- 5) I will have an open line of communication with parents and players and encourage parent participation to help inspire athletes to achieve their full potential.
- 6) I will place the emotional and physical well-being of our youth athletes above all else.
- 7) I will set the development of both individual and team skills for all players as a top priority.
- 8) I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol and I will refrain from their use at all Inter Tribal Sports events.
- 9) I will do my best to provide a safe playing situation for my players.
- 10) I will do my best to organize practices that teach the necessary skills needed to compete, as well as, being enjoyable and challenging for all my players.
- 11) I will stress the importance of putting the team first while still finding ways for players to be successful individually.
- 12) I will remember that I am a youth coach, and that the game is for the children and not the adults.
- 13) I will respect and adhere to the policies and procedures of Inter Tribal Sports.
- 14) I understand that Inter Tribal Sports has the right to remove any coach whose actions are detrimental to the team and/or our mission.

I accept\*

I agree to attend the required Coaches and players Camp.

If I cannot attend the required Coaches Clinic, I will complete and send the Absentee Coach Acknowledgement (form is located on the ITS website under League Forms) form to:

Email: [info@intertribalsports.org](mailto:info@intertribalsports.org)

I accept\*

Tribe Head Coaching for \*  
(i.e. Pechanga, Mesa Grande, Cahuilla etc.)

Back

Create Additional Account User & Continue

Order Summary	
Registration	\$0.00
<b>Cart Subtotal</b>	<b>\$0.00</b>
<div style="background-color: #008000; color: white; padding: 5px 10px; border-radius: 5px; display: inline-block;">View Cart</div>	

**Need Help?**

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 40880 County Center Dr., Suite K  
 Temecula, California 92591  
 Phone: 951-719-3444  
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12. Fill out the information and select **Create Additional Account User & Continue.**

### Position Information needed

1
2018 ITS Soccer
B League (14yrs old and under)
Head Coach

Please click the image to the left to upload your photo.

Legal First Name\*

Middle Initial

Legal Last Name\*

Relationship to Participants

Date Of Birth\*

Gender\*

Street\*

Unit#

City\*

State\*

Zip Code\*

Telephone

Email Address\*

Have you ever been convicted of a crime of violence, crime against a person, or a felony?  Yes  No

If yes, please explain\*

Coaches Code of Conduct Waiver

- 1) I shall not indulge in conduct that would incite players or spectators against the officials, program coordinators, coaches or teams. Public criticism of officials, players, ITS staff or coaches is unacceptable.
- 2) I will treat all players, coaches, officials, ITS Staff and fans with respect regardless of race, gender, creed or ability.
- 3) I will not use profanity or aggressive language that could set a negative example for our athletes.
- 4) I will encourage good sportsmanship by demonstrating positive support for all players, coaches, officials, and ITS Staff at every game. In addition, I will shake hands with my opponent before and after each game regardless of the outcome.
- 5) I will have an open line of communication with parents and players and encourage parent participation to help inspire athletes to achieve their full potential.
- 6) I will place the emotional and physical well-being of our youth athletes above all else.
- 7) I will set the development of both individual and team skills for all players as a top priority.
- 8) I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol and I will refrain from their use at all Inter Tribal Sports events.
- 9) I will do my best to provide a safe playing situation for my players.
- 10) I will do my best to organize practices that teach the necessary skills needed to compete, as well as, being enjoyable and challenging for all my players.
- 11) I will stress the importance of putting the team first while still finding ways for players to be successful individually.
- 12) I will remember that I am a youth coach, and that the game is for the children and not the adults.
- 13) I will respect and adhere to the policies and procedures of Inter Tribal Sports.
- 14) I understand that Inter Tribal Sports has the right to remove any coach whose actions are detrimental to the team and/or our mission.

Waiver  I accept\*

I agree to attend the required Coaches and players Camp.

If I cannot attend the required Coaches Clinic, I will complete and send the Absentee Coach Acknowledgement (form is located on the ITS website under League Forms) form to:  
Email: [info@intertribalsports.org](mailto:info@intertribalsports.org)

Volunteer Certification Waiver  I accept\*

Tribe Head Coaching for\* (i.e. Pechanga, Mesa Grande, Cahuilla etc.)

#### Order Summary

Registration \$0.00

Cart Subtotal \$0.00

View Cart

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Back

Create Additional Account User & Continue

13. The last screen is the Checkout screen. Please ignore this section as our programs are free and select **Continue**.

### Registration Summary

1
2018 ITS Soccer
B League (14yrs old and under)
Test Test

<b>Payment Options</b>		<b>Registration Breakdown</b>
Pay in Full	\$0.00 <span style="background-color: #008080; color: white; padding: 2px 5px; border-radius: 3px;">Selected</span>	Division Price \$0.00
		Subtotal \$0.00

Continue

### Order Summary

Registration Subtotal	\$0.00
Total	\$0.00
Due Today	\$0.00
Open Balance	\$0.00

### Payment Information

### Order Review & Submission

Back

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14. Select **Submit Order**.

### Registration Summary

### Payment Information

### Order Review & Submission

<b>Registration Summary</b>	
Test's Registration	\$0.00
Subtotal:	\$0.00

\$ 0.00

ORDER TOTAL: \$0.00

DUE TODAY: \$0.00

Back
Submit Order

### Order Summary

Registration Subtotal	\$0.00
Total	\$0.00
Due Today	\$0.00
Open Balance	\$0.00

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15. An email will be sent to ITS and Account User. The email will have the information that will be on the **Order Confirmation** page. Please read and exit back to **My Account**.

### Order Confirmation

## Congratulations! Your order has been submitted!

**Order Confirmation # 82267554**  
Thank you for your order. You will receive an order confirmation email soon.



**\$0.00**

Registration Summary	
<b>Test Test:</b> 2018 ITS Soccer B League (14yrs old and under)	\$0.00
<b>Registration Subtotal:</b>	\$0.00
<b>Payment Amount:</b>	\$0.00

**Order Confirmation Message for: 2018 ITS Soccer**  
Thank you for your Registration. We are currently forming teams and will contact you via email if we have any questions regarding your registration. Please check your email regularly as it is our main source of communication for game schedules, cancellations, championship brackets, etc.

Note, if individual players have not provided an age verification document through the online registration process one of the following age verification documents must be submitted in order to finalize the 2018 Soccer Season player registration( within 48 hours of the game day):

- Birth Certificate
- Passport
- Immunization Record
- State Identification Card

Verification documents may be submitted online. You may log back on and edit your players information. This is where you can attach age documents. Please do not fax or email age verification documents.This process is the most secure way.

**INTERNAL RULES DISCLAIMER:** Though Inter Tribal Sports has a set of rules and regulations, it is important to contact the tribe your player has intended to play for. Each tribe has their own internal rules and regulations regarding ITS (i.e. registration deadline).

**TRIBAL TRANSFER DISCLAIMER:** All registrations are currently being processed at this time. In the case that some tribes may not have enough participants to form a team, an Inter Tribal Sports staff member will notify you with other options. \*All dates are subject to change Game days schedules: Please refer our website under programs.

We look forward to a great 2018 Soccer Season!

[My Account](#)

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16. You just completed the online registration process!