

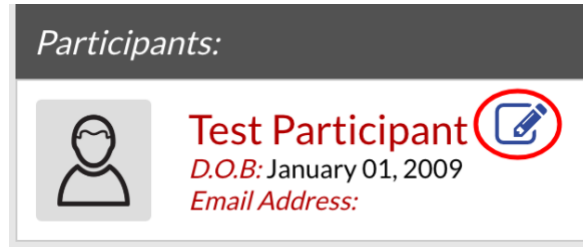
Uploading Birth Certificates to Website

Before you start save a copy of the birth certificate on a local drive. The file must be in one of the following formats – .pdf, .png, .jpeg, or .gif. Include the player’s first and last name and division in the file name, e.g. “Test-Player-U8.PDF”

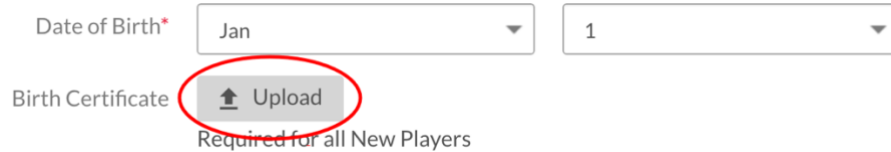
Login to your account



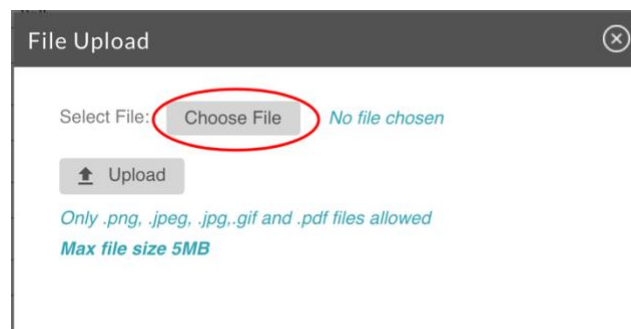
Click on the Edit Icon beside the player’s name






Click on the Upload button next to the Birth Certificate heading



Click Choose File and locate birth certificate on local drive (note file types allowed)



<p>After selecting the file, click Upload</p>	
<p>If uploaded successfully, the file icon and name will display.</p>	<p>Date of Birth* <input type="text" value="Jan"/> <input type="text" value="12"/></p> <p> 636221397046811443_testplayeru8.pdf </p>
<p>Scroll to bottom of page and click Update</p>	<p><input type="button" value="Back"/> <input type="button" value="Archive"/> <input type="button" value="Update"/></p>