AMERICAN POLOCROSSE ASSOCIATION

A 501C3 NOT FOR PROFIT ORGANIZATION

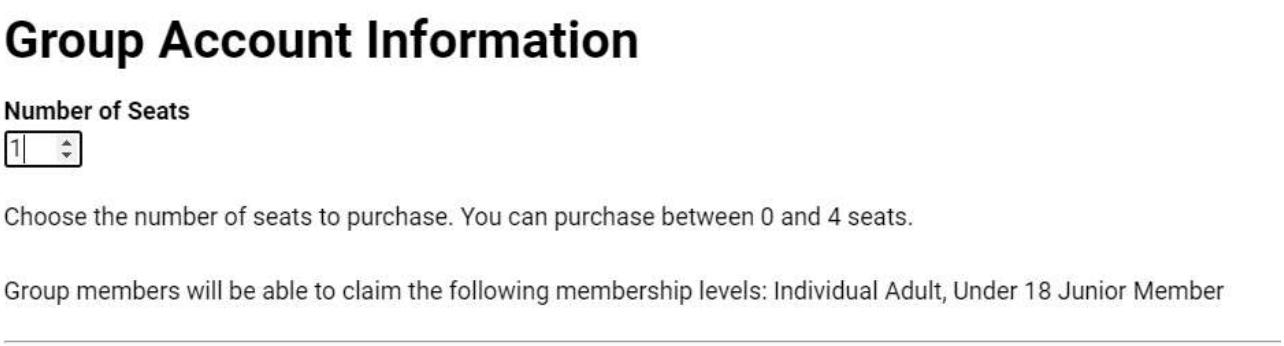
Renewing / New Members:

Creating a Family Account

Login as the primary account user.

Select Family as the Membership Level.

When you get to the Group Account Information section, you can choose how many additional seats (Family Members) you want added to your account.



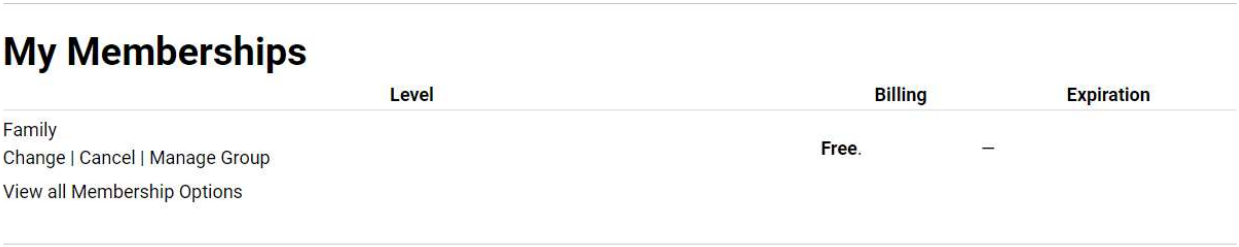
Once you've selected the number of seats continue with the registration as normal.

Get your family Group Code:

Login as the primary account holder if you are not logged in already.

Click the "My Account" option in the menu.

Under My Memberships, click “Manage Group”



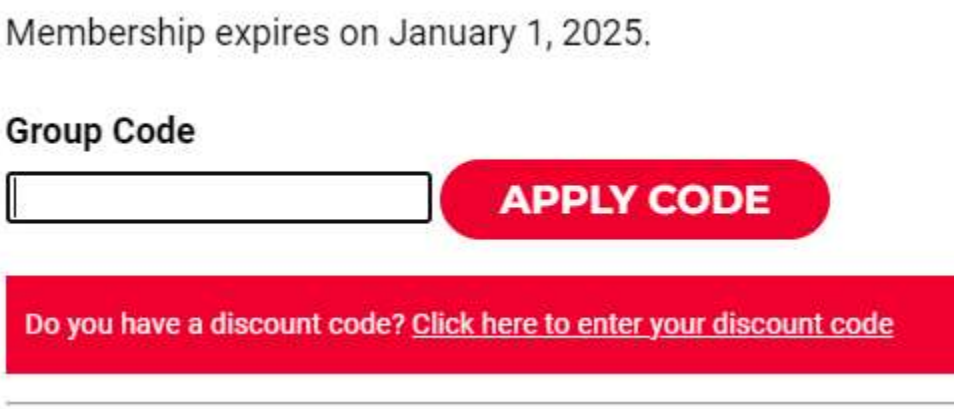
On the Group Settings page you can change update the number of seats, see view the members of your group and invite or renew members.

The easiest way to add or renew members is by using your unique group code.

To register/renew family members:

Now that you have your Group Code, you can add or renew each member by logging in with their account.

On the registration screen, be sure to add and apply your Group Code during the join or renewal process. **The Group Code is only valid for Individual Adult and Under 18 Membership levels**



When the Group Code is successfully applied you should not see any billing information. Agree to the Waivers & Agreements and then click “Submit and Confirm” to finish registration/renewal.

You will need to repeat the “register/renew family members” for each member of your family.

This new process allows for children to maintain a separate account over several years and provides APA with updated Waivers on an annual basis.