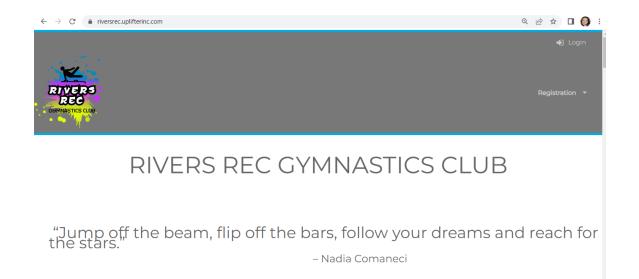


## **Rivers Rec Gymnastics Club**

## **Returning Gymnast Uplifter Instructions**

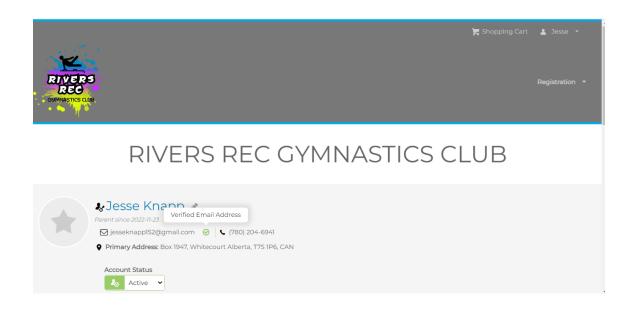
- 1. Please use this link to go to our Uplifter Webpage <u>https://riversrec.uplifterinc.com/</u>
- 2. The following steps will give you a very good idea of how to go through and register for a program. If the steps aren't identical it is because situations can be different. If you have any issues, please reach out through email as it is the fastest way to reach the board. The email is <u>riversrecgym.info@gmail.com</u>
- 3. This link will take you to our home page and it will look like this:



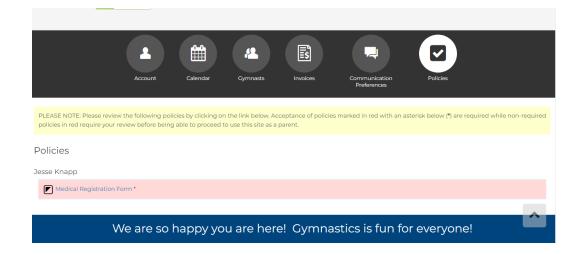
- a. Select <u>'Login'</u> from the top right hand corner.
- b. The new screen opened will look like this:

$\leftrightarrow$ $\rightarrow$ $C$ $\triangleq$ riversrec.	uplifterinc.com		아 또 🖻 ☆ 🔲 🔕
			🖏 Login
RIVERS REC GUMNASTICS CLUB	✓ Have an Account?	O First Time Registering?	Registration *
. • • • • • • • • • • • • • • • • • • •	Email Address:		
	Password:		
			LOGIN
"Jump c the stars	Forgot your password? Click here to reset your password.		l reach for

- c. Use your previous email and password to login to your account.
- 4. Once you are logged on, you will be brought to your account *"home screen."*



a. You will be prompted to fill out a medical form(s). You will see this on your account home screen if you scroll down. The needed medical form is highlighted by the pink background. If you don't have this, continue on.



b. You must click on it and fill out the information. You can select <u>'Accept'</u> on the bottom left when all information is in place.

$\leftrightarrow$ $\rightarrow$ C $$ riversrec.up	lifterinc.com/users/account-policies.ph	p?action=ReviewPe	blicies		07	Ð	Ē	☆
	Medical Registration	Form						
	Medical Registratio	n Form			<b>^</b>			
	Jesse Knapp							
	1985-12-20							
PLEASE NOTE: Please revie required policies in red rec						iired	while	
	Gymnast Allergies:							
Policies	None							
Jesse Knapp								
Medical Registration	Emergency Contact							
	Name: Emily Knapp				•			
,	This policy will be valid to Jun 30	0, 2023						
	ACCEPT		SAVE & CLOSE	REJECT				

5. Once that is done, you can scroll back to the top of the webpage and select <u>'Registration'</u> on the right hand side.

- a. This will take you to our Registration Page
- b. Scroll the list until you see the Program your child needs to be registered in. Select the blue <u>'Register'</u> button to the right of the Program.

	Million Nee Oynmustles Club		Snopping Cart
	Women Can	Gym	
Program	m Description	Fees	
CanGym - Level 1 and Level » View Details 10 Events Start & End Date: Jan 9, 2023 - Mar 20, 2023	2 Day/Time/Location: Monday @ 6:00PM to 7:00PM Rivers Rec Gymnastics Club, Rivers Rec Gymnastics Club	\$280.00 Registration Fee	REGISTER
CanGym - Level 4 and Leve » View Details 10 Events Start & End Date: Jan 9, 2023 - Mar 20, 2023	<b>Day / Time / Location:</b> Monday @ 7:00PM to 8:00PM Rivers Rec Gymnastics Club, Rivers Rec Cymnastics Club	\$280.00 Registration Fee	REGISTER
CanGym - Level 3 and JR G » View Details	IRLS		

 Once that is finished, you can select from the drop down list which child to enroll in that program. Once the right name is displayed, select <u>'Add.'</u>

Janua	/m - Level 1 and Level 2 ry 9, 2023 - March 20, 2023		\$280.00
Monda	ay @ 6:00PM to 7:00PM		
hich	gymnast is to be enrolled in this program?		
1.	Ellie Knapp		
	Haley Knapp		
Δ	Peyton Knapp		ADD
	SYMNAST	UNINCLE	ADD

- If you need to enroll into more programs, select <u>'Close'</u> and go to the next program you need. Otherwise you can select <u>'View Cart.'</u>
  - a. If this screen disappears before you can make your selection, it will take you back to the registration page. Or you can scroll to the top to select <u>'Shopping Cart.'</u>

Rivers Rec Gyn masuus Guo		<b>-</b> Sho
Item Added	Fees	
$\overline{\mathbf{O}}$	.00 Registration Fee	
	00 Registration Fee	
VIEW CART CLOSE		

- 8. Your shopping cart will look like this. Please verify that the correct program is in your cart! If your child is new to gymnastics, the \$50 AGF fee will need to be paid. This is a fee we collect on behalf of AGF and it is payable once per school year.
  - a. If there is a fee in your cart that you think should not be there, please delete your cart and email the board for instructions.

$ \begin{array}{c} \leftarrow \  \  \rightarrow \  \  \  \  \  \  \  \  \  \  \$	igistration/checkout/?step=1			<ul><li>Q ≥ ★ □ ()</li><li>D</li></ul>
1. Your Cart (2 items) Add Program Programs Mini Ninja Warriors Ages 6 +	€ Mini Warriors	X Empty Cart	Invoice Summary Programs () Products and Subscriptions () Subtotal Cotal Payment option Due Now 'All prices are in CAD.	© 1:59:40 \$280.00 \$330.00 \$3330.00 Pay in Full \$330.00
Jesse Knapp Products and Subscriptio AGF 2022-2023 Fee Applies to: Jesse Knapp	ns	\$50.00		

b. When done, please select <u>'Billing Information.'</u>

- 9. As you can see, Billing Information shows your address. Make any changes that are necessary. As you scroll down you will see the waivers and policies that need to be accepted. You will not be able to continue until these are accepted.
  - a. On this page, on the right hand side under the <u>'Total'</u> you can select from the drop down whether you want to <u>'Pay in Full'</u> or <u>'Pay by Installments.'</u>
  - b. **SEE SECOND PICTURE** it shows the drop down to choose installments and it shows what accepted policies look like!

Contact Information	Invoice Summary	() 1:57:51	
(Primary) Box 1947, Whitecourt Alberta, 🗸	Programs (1)	\$280.00	
Jesse Knapp	Products and Subscriptions (1)	\$50.00	
Box 1947 🏷 Whitecourt, Alberta 🏠 T7S 1P6 🏷	Subtotal	\$330.00	
Tel: (780) 204-6941 😚	Total	\$330.00	
Policies	Payment option	Pay in Full 🗸	
Please review the following by clicking on the link below. Policies marked with an asterisk (*) are	Due Now	\$330.00	
required to complete your registration.	*All prices are in CAD.		
Jesse Knapp	PAYMENT INFORMATION		
ALBERTA GYMNASTICS FEDERATION (MINOR) *			
PERSONAL INFORMATION PROTECTION ACT (PIPA) *	VISA	DISCOVER AMEX	
PARENT HANDBOOK: RULES & POLICIES *			
Pick-Up and Spectator Viewing Policy *		•	
Fundraising Commitment Policy*			
Schedule Policy*			
		1'44 PM 🗂	

Policies		Invoice Summary	© 1:55:41
Please review the following by clicking on the link below. Pol required to complete your registration.	icies marked with an asterisk (*) are	Programs (1)	\$280.00
Jesse Knapp		Products and Subscriptions (1)	\$50.00
		Subtotal	\$330.00
ALBERTA GYMNASTICS FEDERATION (MINOR) *	Accepted on 2022-12-13 1:45 PM	Total	\$330.00
PERSONAL INFORMATION PROTECTION ACT (PIPA) *	Accepted on 2022-12-13 1:45 PM	Payment option	Pay in Full
PARENT HANDBOOK: RULES & POLICIES *	Accepted on 2022-12-13 1:45 PM	Due Now *All prices are in CAD.	Pay in Full Pay by Installments
Pick-Up and Spectator Viewing Policy*	Accepted on 2022-12-13 1:46 PM	PAYMENT IN	FORMATION
Fundraising Commitment Policy *	Accepted on 2022-12-13 1:46 PM		DISCOVER AMEX
Schedule Policy *	Accepted on 2022-12-13 1:46 PM		
			~

- 10. Once complete, select the <u>'Payment Information'</u> blue button on the right hand side.
  - a. There are three options to choose from for how to pay Cash, Credit Card, or E-Transfer. Please select your option and then Confirm/Complete your transaction
  - b. Please pay promptly if you chose cash or e-transfer.

	VISA mostercard	AMEX
Confirm & Pay With E-Transfer	*All prices are in CAD.	
Confirm & Day With 5 Transfer	Due Now	\$330.00
Pay by Credit Card	Payment option	Pay in Full
Confirm & Pay With Cash	Total	\$330.00
3. Payment Information	Subtotal	\$330.00
	Products and Subscriptions (1)	\$50.00
2. Billing Information	Programs (1)	\$280.00
I. YOUI Call (Zitems)	Invoice Summary	() 1:54:59

We are so happy you are here! Gymnastics is fun for everyone!