STATE ASSOCIATION PAYMENT OPTIONS:

Credit Card

Purchase Order

Check

HOW TO CHECK PAYMENT STATUS Instructions for Coaches

Option 1:

- 1. Log into portal
- 2. Go to MY COMPETITION REGISTRATIONS under competition tab
- 3. If the "INVOICE/PAYMENTS" button on the overview (pictured below) is:
 - a. RED that means they have NOT paid
 - b. GREEN with a CHECKMARK means they HAVE PAID

My Competition I	Registrations	etition, view or print your i	nvoice, and more	2021-2022	SEASON V
leed help? Contact Us now! Or for immediate as	sistance during business hours, click	on the "Chat Now" icon a	t the top of the p	age.	
Brand	Event	City	State	Start Date	End Date
View Event Details		Registra	ition Details	Invoice / Payments	Event Paperwork
My Competition	Registrations	5			
Manage your registration details, access for Need help? Contact Us now! Or for immediat	ns, find information related to your co e assistance during business hours, c	mpetition, view or print yo lick on the "Chat Now" ico	ur invoice, and m n at the top of th	e page.	22 SEASON 🗸
Brand	Event	City	State	Start Date	End Date
+ View Event Details		Registra	ation Details	Invoice / Payments	Event Paperwork

Option 2:

- 1. Log into portal
- 2. Select PAYMENTS under the competition tab
- 3. On that screen it will show all the competitions that team is registered for.
 - a. If it says "MAKE A PAYMENT" they have NOT paid
 - b. If it says "NO PAYMENT NEEDED" they HAVE PAID

W myVarsity			FASHION 💊	CAMP V	COMPETITION ^	RESOURCES 🗸
					Competition Search	
	Pay for	a Registration	My Competition Registrations			
	To make a payme registration you'd	ent, choose one of the registrations f like to make a payment for, please C	Competition Resources			
					Payments	
	Registratio	ns				
	Account	Registration Event	Start Date Deposit Due	e Balance Due	Actio	on
	Varsity Dance		11/13/2021 \$400.00 o		10/20/2021 <u>Mak</u>	e Payment

Pay for a Registration

To make a payment, choose one of the registrations from the list below and click "Make Payment". If you are having trouble finding the registration you'd like to make a payment for, please Contact Us.

Registrations

Account	Registration Event	Start Date	Deposit Due	Balance Due	Action
Varsity Dance		11/13/2021	I		No payments needed