

Registering Clubs

The screenshot shows a navigation menu with 'Clubs' selected. A green pull-down menu is open, showing 'Club Listings' and 'WO Group Listing'. A callout box points to 'Club Listings' with the text: 'Select "Club Listing" either from the green pull-down menu or from the home page'. Another callout box points to a 'Clubs & Workout Groups' section containing 'Club Listing' and 'Workout Group Listing'.

Renewing a club that was previously registered

The screenshot shows a page with two buttons: 'Register a New Club' and 'View Workout Group Listings'. Below the buttons is a table titled 'List of all registered clubs in the New England LMSC'. The table has columns for Club Abbr, Club Name, #, Year, and Reg. Date. A callout box points to the table with the text: 'Click the name of the club you wish to register. We are registering the Vermont Masters (not shown in this screen shot)'. The table data is as follows:

Club Abbr	Club Name	#	Year	Reg. Date
AQSS	Aquatic Super Stars		2006	
CRSC	Charles River Swimming Club, Inc	11	2013	10/01/2012
EHES	Event Horizon Endurance Sport	12	2012	05/29/2012
GBM	Great Bay Masters Swimming, Inc	3	2013	10/25/2012
MESC	Maine Masters Swim Club	4	2013	10/03/2012
MHCM	Mount Holyoke College Masters Swimming	10	2012	10/18/2011
NEM	New England Masters Swim Club	1	2013	10/10/2012
NUSC	Northeastern University Masters Swim Club			2/20/2012

Edit Club Information - USMS Registration

Club Information

Last Registered In: 2009

Name: Vermont Masters Swim Club

Abbreviation: VERM

Number: 2

Rule Book: (Mail this club a printed rule book?)

Notification Email Address:

Website: www.mizzy.dog

Logo: No file selected.

None submitted

Club Contact Information

First Name: Mizzy

Last Name: Grilli

Street: PO Box 777

City: Morrisville

State: VT

Zip: 05771

Primary Phone: (802) 888-7777

Contact via Text?

Secondary Phone: (802) 888-7778

Contact via Text?

Email Address (P): Mizzy@purina.com

Email Address (S):

LMSC Information

LMSC Name: New England (NE)

Additional Options

- [Email Club Contact](#)
- [View WO Groups Under Club](#)

You can upload a small club logo (which will print on the membership card) by clicking here

Update the required information; click "Register Club for 2014" to continue

Club 2014 Registration Payment - USMS Registration

LMSC Information

LMSC New England
Name: (NE)

Club Information

Name: Vermont Masters Swim Club

Abbreviation: VERM

Rule Book: Yes, please send a printed rule book.

Notification Email Address: None entered

Club Website: www.mizzy.dog

Club Logo: None uploaded

Club Contact Info

Mizzy Grilli
PO Box 777
Morrisville, VT 05771

Primary Email: Mizzy@purina.com

Primary Phone: (802) 888-7777

-NOT OK to contact via Text

Secondary Phone: (802) 888-7778

-NOT OK to contact via Text

Fees Collected

USMS Fee: \$ 25.00

LMSC Fee: \$ 20.00

Total Charge: \$ 45.00

Registration Information

Registration Year: 2014

Date of Payment: 12/31/2013

Payment Information

Payment Method: Check to LMSC

Amount Received: \$ 45.00

Check Number: 1234

Check Payor: Purina

Check Memo: 2014 club reg

Enter the payment information

Amount received must match Total Charge (left box). When done, click "Submit & REGISTER."

Club has been successfully REGISTERED.

[Register a New Club](#)

[View Workout Group Listings](#)

Registering a new club

Club Listings - USMS Registration

[Register a New Club](#)

[View Workout Group Listings](#)

At the top of the Club Listing page, click "Register a New Club"

OPTIONAL FIELD: Enter the contact's USMS permanent ID. This is only used as validation during the online club renewal process.

Register a Club - USMS Registration

Club Information

Registering For:

Name:

Abbreviation: ✓

Number: *Will be assigned upon registration*

Allow Workout Groups: (Allow workout groups to register with this club?)

Rule Book: (Mail this club a printed rule book?)

Notification Email Address:

Website:

Logo: No file selected.
None submitted

LMSC Information

LMSC Name:

Club Contact Information

USMS Permanent ID:

Contact is a coach?

First Name:

Last Name:

Street:

City:

State:

Zip:

Primary Phone:

Contact via Text?

Secondary Phone:

Contact via Text?

Email Address (P):

Email Address (S):

[Advance to PAYMENT](#)

[Abort/Cancel](#)

Enter the club info, including the desired club abbreviation. If the abbreviation is **available**, you will see a green check mark. Then click the "Advance to Payment" button.

NOTE: If you had tried to enter an abbreviation that is currently in use, you would see the following error message:

Club Information

Registering For: 2014 ▾

Name: Boston Red Sox

Abbreviation: VERM **X**

[Vermont Masters Swim Club](#) have used that name within the previous 5 years (2014). Please try again.

Number: *Will be assigned upon registration*

You would need to try another abbreviation for the club (contact the club if they didn't give you a second choice).

From here the procedure is the same as it is for renewing clubs.

Club 2014 Registration Payment - USMS Registration

LMSC Information

LMSC: New England
Name: (NE)

Club Information

Name: Boston Red Sox [Edit](#)

Abbreviation: RSOX

Rule Book: Yes, please send a printed rule book.

Notification Email Address: speedo@bostonredsox.com

Club Website: None entered

Club Logo: None uploaded

Club Contact Info

[Edit](#)

Speedo Grilli
PO Box 4444
Boston, MA 04114
Primary Email: Speedo@bostonredsox.com
Primary Phone: (888) 444-2222
-NOT OK to contact via Text

Fees Collected

USMS Fee: \$ 25.00

LMSC Fee: \$ 20.00

Total Charge: \$ 45.00

Registration Information

Registration Year: 2014

Date of Payment: 12/31/2013

Payment Information

Payment Method: Check to LMSC ▾

Amount Received: \$ 25.00

Check Number: 4321

Check Payor: S. Grilli

Check Memo: Go Sox|

Submit & REGISTER