

## **Tavistock & District Skating Club Registration Information 2017 – 2018**



The Tavistock & District Skating Club is pleased to offer 2 methods for completing registration and payment this season.

The club will again be raising funds through our fundraising program. Our fundraising programs allow the club to keep registration fees low for our skaters and families. More information about fundraising products will be provided on the first winter session. Regardless of registration method, a fundraising cheque will be required before skaters step on the ice.

### **Method 1: Manual/paper-based**

Step A – Complete the registration form available on our website:

<http://tavistockskatingclub.weebly.com/registration.html>

Step B – Submit 3 items (the registration form, cheque for registration amount and a fundraising cheque) in one of the following ways:

- a) By mail Tavistock & District Skating Club • P.O. Box 214, Tavistock ON N0B 2R0
- b) Bringing it to the arena during registration dates
- c) Dropping it in the Skating Club drop box (located by the bulletin board, labelled “Suggestion Box Tavistock FSC”) at the arena

Please make cheques payable to “Tavistock & District Skating Club”.

### **Method 2: Online – please remember you will still need to provide a fundraising cheque (see Step C)**

Step A – Complete the fillable PDF registration form available on our website: <http://tavistockskatingclub.weebly.com/registration.html>.

Save and email the completed registration form to:

[taviskate@mail.com](mailto:taviskate@mail.com)

Step B – Complete an etransfer using the following steps:

1. Log into your online banking account and select “Interac eTransfer”
2. Select option that says, “send money/ transfer funds”.
3. Add the recipient name “Tavistock & District Skating Club”
4. Enter email address [taviskate@mail.com](mailto:taviskate@mail.com) and click “Add Recipient/Continue”
5. Select the recipient (Tavistock & District Skating Club) and the email address ([taviskate@mail.com](mailto:taviskate@mail.com))
6. Enter the amount you are transferring.
8. Select the bank account from which you wish to transfer funds and select “Continue/Proceed”.
10. Add the following question: watch out for this (all lower case)
11. Add answer: toepick (all lower case)
12. Click on Continue/ Proceed and confirm you want to transfer the funds.

Step C – Bring a fundraising cheque to your first session. Please note that you can choose not to fundraise – please increase the amount of your etransfer by adding the fundraising fee. Please make a note of this in the email with your registration form.

\*A fundraising cheque must be provided before skaters will be allowed on the ice.