

TEAM INFORMATION PAGE



*** For best results, run EMS using [Google Chrome](#). ***

1 From the *Entry Summary* page of the selected competition, click the “View Profile” icon next to a team name to view the “TEAM INFORMATION” page. Refer to the **TEAMS: ENTRY SUMMARY** guide for instructions.

2 The *Team Information* page provides details for the following:

- Competition Roster
- Coaches
- Team Service Personnel
- Registered Events
- Practice Ice Credits
- Payments

3 You can compose an email to the team (team coaches and managers listed in the team profile in Members Only). Refer to the **Communication** quick reference for instructions.

4 In the *Competition Roster* section, click the information icon to review skater requirements.

5 In the *Coaches* and *Team Service Personnel* sections, click the information icon to review compliance requirements for coaches and team personnel.

1 Profile Name Club
Team Name Individual Member

2 TEAM INFORMATION
Name: [Redacted] Club: [Redacted]
Level: Intermediate Member #: [Redacted]
Competition Roster: 20 Membership End: 6/30/2020

3 [Email icon]

4 COMPETITION ROSTER

#	Name	Membership #	Age	Requirements
1	[Redacted]	[Redacted]	16	Complete 4
2	[Redacted]	[Redacted]	14	Complete
3	[Redacted]	[Redacted]	16	Complete
4	[Redacted]	[Redacted]	16	
5	[Redacted]	[Redacted]	16	
6	[Redacted]	[Redacted]	15	
7	[Redacted]	[Redacted]	17	

5 COACHES

Name	Email	Compliance
[Redacted]	[Redacted]	Complete 5
[Redacted]	[Redacted]	Complete
[Redacted]	[Redacted]	Complete

TEAM SERVICE PERSONNEL

Name	Email	Role	Compliance
[Redacted]	[Redacted]	Team Service Personnel	Complete 5

Skater Information

Member # [Redacted]
Requirements Complete

Age Verified Yes
Waivers Complete
Medical Complete

Personnel Compliance

- ✓ Background Check
- ✓ SafeSport

CLOSE

Coach Compliance

- ✓ Coach Code of Ethics
- ✓ Background Check
- ✓ Membership
- ✓ CER
- ✓ Liability Insurance
- ✓ PSA
- ✓ SafeSport

CLOSE



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6 From the “REGISTERED EVENTS” section, click **Withdraw** to remove the team from an event.

7 Type the withdrawal reason in the text box and click **Withdraw**.

8 In the *Practice Ice Credits* section, review information about the team’s practice ice credits.

9 In the *Payments* section, review information about the team’s transactions for this competition.

REGISTERED EVENTS				
Event Name	Music Complete	PPC Complete	Status	
Junior Teams	No	No	Registered	6 Withdraw

Withdraw Team

Name: Ice Pack
Event: Junior Teams

Per the US Figure Skating Rulebook, after a qualifying competitor has withdrawn, re-entry is not permitted. Reinstated entries must only be due to a withdraw error by the administrator.

7

Withdraw
Cancel

PRACTICE ICE CREDITS				
Event	Status			
Intermediate Teams	Registered			
Type	Max	Purchased	Unscheduled	
UPI	6	5	5	

PAYMENTS								
Invoice Number	Payment Name	Amount	Fee	Discount	Total	Payment Type	Payment Date	
	Registration	\$740.00	\$22.20	\$0.00	\$762.20	Credit Card	8/17/2019	
	Practice Ice	\$575.00	\$17.25	\$0.00	\$592.25	Credit Card	8/17/2019	

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