

T-Dot Tumblers Online Registration User Guide

Getting Started

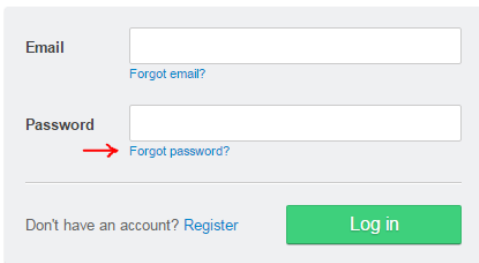
To begin, please go to www.tdottumblers.com to the REGISTRATION link and click REGISTER HERE to register!

If you are brand new to T-Dot Tumblers and have never registered with T-Dot Tumblers in a previous session (even at our old Sterling location prior to online registration), please proceed to the **New Users** help section below. If you have ever been with us in the past, you will be in the system.

Returning Members

If you have registered with T-Dot Tumblers in the past, your account will already be setup in the system. In order to access the system, you can click on the Forgot Password link on the login page

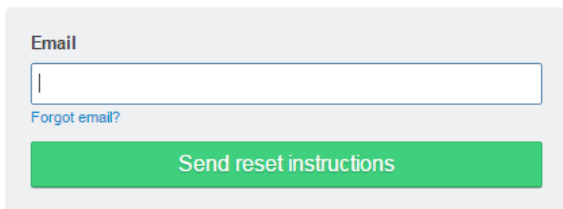
Sign in



The sign in form contains two input fields: 'Email' and 'Password'. Below the 'Email' field is a blue link 'Forgot email?'. Below the 'Password' field is a red arrow pointing to a blue link 'Forgot password?'. At the bottom left, there is a link 'Don't have an account? Register'. At the bottom right, there is a green button labeled 'Log in'.

Enter your email address into the space provided:

Forgot password



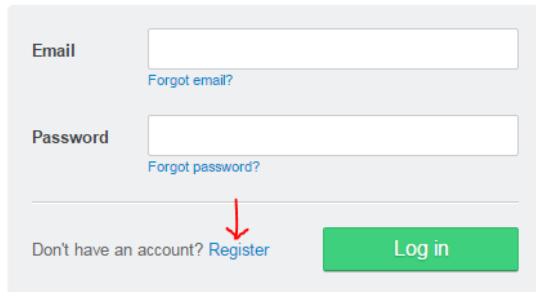
The forgot password form features a single 'Email' input field. Below the field is a blue link 'Forgot email?'. At the bottom, there is a green button labeled 'Send reset instructions'.

An email will be sent to your inbox with instructions on how to set your password. After you have followed the password reset instructions you can return to the login page to access the system. Please proceed to the **Family Setup** instructions below.

New Users

Click the Register link to create an account:

Sign in



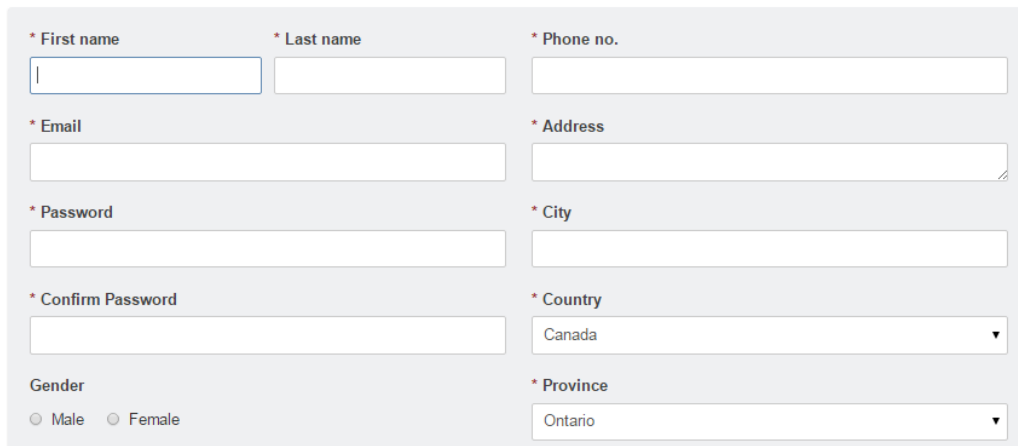
Email
[Forgot email?](#)

Password
[Forgot password?](#)

Don't have an account? [Register](#)

The primary account holder who must be 18 years of age or older will need to fill out this form (so note, this is the PARENTS/Guardians name and date of birth):

New User



* First name * Last name * Phone no.

* Email * Address

* Password * City

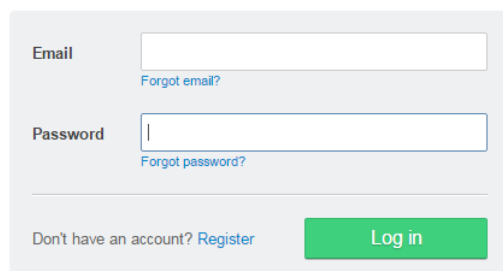
* Confirm Password * Country

Gender Male Female * Province

Once you have clicked the button, an email will be sent to the email address that you have entered. Please retrieve your email and follow the instructions to set a password for yourself.

Return to the login page to enter your username (email) and new password:

Sign in



Email
[Forgot email?](#)

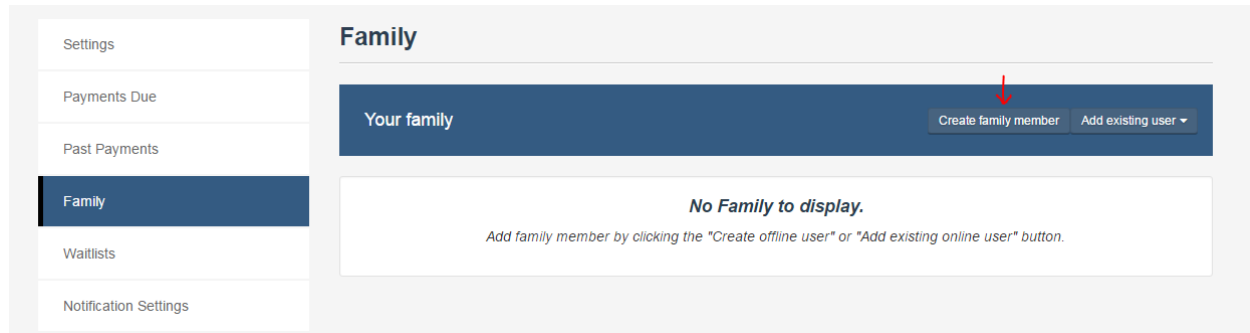
Password
[Forgot password?](#)

Don't have an account? [Register](#)

Family Setup

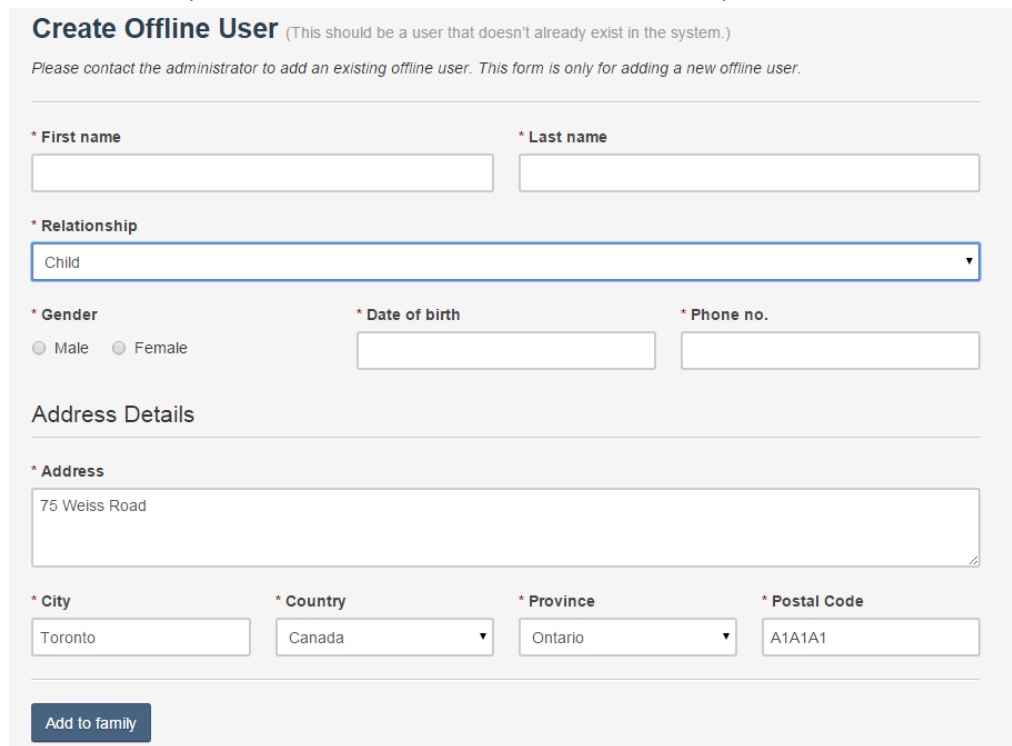
Once you have logged in successfully, you will be prompted to setup your family. If you are a returning user, your family should already be setup for you. Follow the instructions below if you need to add additional family members. Otherwise skip to [Registering Members](#).

If you are a new user, begin adding family members by clicking on the Add Family Member:



The screenshot shows a user interface for family management. On the left is a sidebar menu with options: Settings, Payments Due, Past Payments, Family (highlighted), Waitlists, and Notification Settings. The main content area is titled 'Family' and contains a dark blue header bar with the text 'Your family' and two buttons: 'Create family member' and 'Add existing user'. A red arrow points to the 'Create family member' button. Below the header bar, a white box displays the message 'No Family to display.' with a sub-message: 'Add family member by clicking the "Create offline user" or "Add existing online user" button.'

Enter the family member's details & indicate the relationship (ex. Child). Click Add to Family when done.



The 'Create Offline User' form includes the following fields and options:

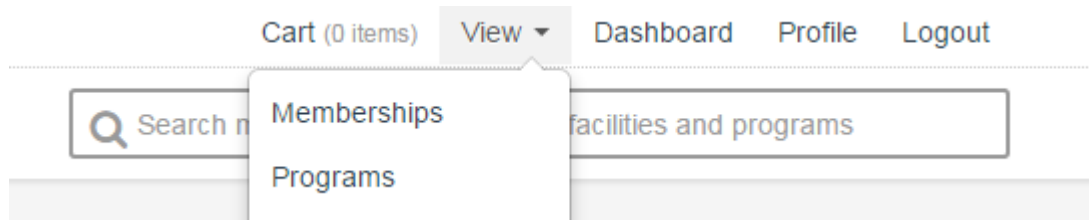
- * First name**: Text input field.
- * Last name**: Text input field.
- * Relationship**: Dropdown menu with 'Child' selected.
- * Gender**: Radio buttons for 'Male' and 'Female'.
- * Date of birth**: Text input field.
- * Phone no.**: Text input field.
- Address Details**: Section header.
- * Address**: Text area containing '75 Weiss Road'.
- * City**: Text input field with 'Toronto'.
- * Country**: Dropdown menu with 'Canada'.
- * Province**: Dropdown menu with 'Ontario'.
- * Postal Code**: Text input field with 'A1A1A1'.

An 'Add to family' button is located at the bottom left of the form.

Repeat as necessary for all family members. **DO NOT add an email address under your child's profile.**

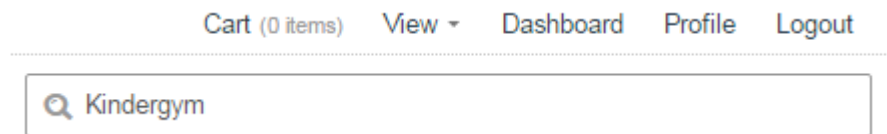
Registering Members

To begin, click View → Programs from the top menu:

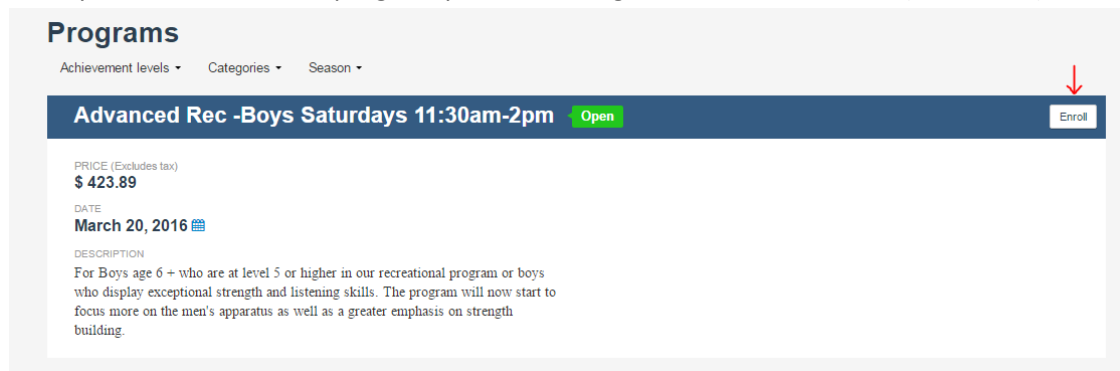


OR

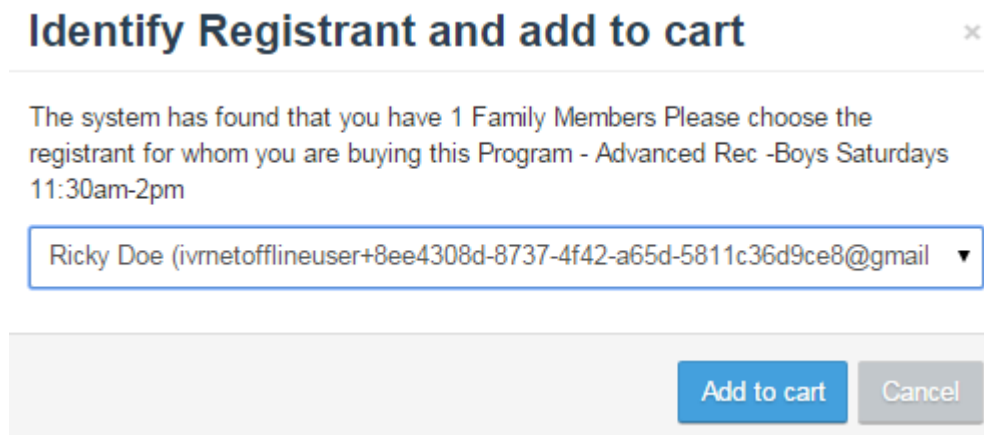
Use the search bar to enter the name (or part of the name) of the program you wish to register to (Note that the search bar is very sensitive. Use less words or just scroll through until you find the course):



Once you have located the program you wish to register to, click the Enroll (or Waitlist) button:



The system will prompt you to identify the registrant that you wish to register to this program. Select the child from the drop down list and click Add to Cart.



Note, if you do not see the child you wish to register dropdown, return to Profile → Family to add the child

The system will confirm that the child's registration has been added to the cart.

Your Cart Expires in 9 min 49 sec

Cart (4 items)

View

Search memberships, properties, fa

Added Program "Advanced Rec -Boys Saturdays 11:30am-2pm" to cart

Note: you will have 10 minutes to complete the checkout process. Time will reset when you checkout.

If necessary, add more registrations to the cart.

If the child does not qualify for the program based on their age/gender, you will receive a message to indicate this. Please select a different program instead. We do not make exceptions for minimum ages.

Checkout

When you have completed filling your cart, click on the Cart to begin the checkout process.

Step 1 is to review the order details. Click Checkout to proceed.

1 Order Details	2 Additional Details	3 Legal Agreement	4 Payment
Review the items you are buying and your order total			
Item Description	Registrant	Price	
Advanced Rec -Boys Saturdays 11:30am-2pm <small>For Boys age 6 + who are at level 5 or higher in our recreational program or boys who display exceptional strength and listening skills. The program will now start to focus more on the men's apparatus as well as a greater emphasis on strength building.</small>	Ricky Doe(child)	\$ 423.89	
T-Dot Tumblers Recreational Boys 5 <small>Fees for T-Dot Tumblers Recreational Boys 5</small>		\$ 0.00	
Recreational Artistic Athlete <small>Fees for Recreational Artistic Athlete</small>		\$ 30.97	
T-Dot Tumblers Recreational Boys 6 <small>Fees for T-Dot Tumblers Recreational Boys 6</small>		\$ 0.00	
		Subtotal	\$ 454.86
		Convenience fee	\$ 0.00
		HST(HST) - 13.0%	\$ 59.14
		Total security deposit	\$ 0.00
		Total	\$ 514.00

Step 2 additional details: Please complete all fields on the page & click Update Information to proceed:

1 Order Details 2 Additional Details 3 Legal Agreement 4 Payment

Additional details

First name
Jane

Last name
Doe

Address
75 Weiss Road

Profile questionnaire

1 * Do you have any health issues? Please list:
n/a

Step 3 is to agree to any waivers, withdrawal and transfer policies associated with the registrations. Click Accept to proceed. Please note, you may need to agree to additional waivers depending on how many registrations were added to the cart.

1 Order Details 2 Additional Details 3 Legal Agreement 4 Payment

Advanced Rec -Boys Saturdays 11:30am-2pm

Advanced Rec -Boys Saturdays 11:30am-2pm - Terms & Conditions

T-DOT TUMBLERS GYMNASTICS ACADEMY INC. RELEASE OF LIABILITY, WAIVER OF CLAIMS ASSUMPTION OF RISKS AND INDEMNITY AGREEMENT

By accepting this document you will waive certain legal rights, including the right to sue. PLEASE READ CAREFULLY

AWARENESS AND ASSUMPTION OF RISK

I am aware that Gymnastics and related sports involve risks including risk of personal injury, death, property damage, expense and related loss, including loss of income. Included in these risks are negligence on the part of T-Dot Tumblers Gymnastics Academy Inc., its directors, officers, officials and volunteers, other participants and owners of the facilities where the activities occur (referred to in the rest of this agreement as "T-Dot Tumblers Gymnastics Academy Inc. and others"). I freely accept and fully assume all such risks and the possibility of personal injury, death, property damage, expense and related loss, including loss of income.

RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT

In consideration of T-Dot Tumblers Gymnastics Academy Inc. accepting my application to participate in this activity or have my minor children participate in this activity, I agree.

- To waive any and all claims that I may have in future against T-Dot Tumblers Gymnastics Academy Inc. and others.
- To release the T-Dot Tumblers Gymnastics Academy Inc. and others from any and all liability for any personal injury, death, property damage, expense and related loss, including loss of income that I or my next of kin may suffer as a result of my participation in this activity, due to any cause whatsoever, including negligence, breach of contract or breach of any statutory duty of care.
- To hold harmless and indemnify T-Dot Tumblers Gymnastics Academy Inc. and others from any and all liability for any damage to property of, or personal injury to, any third party, resulting from my participation in this activity.
- That this agreement is binding on not only myself but my next of kin, heirs, executors, administrators and assigns.

I HAVE CAREFULLY READ THIS AGREEMENT AND UNDERSTAND IT. I AM AWARE THAT BY ACCEPTING THIS DOCUMENT I AM WAIVING CERTAIN RIGHTS WHICH I OR MY NEXT OF KIN, HEIRS, EXECUTORS, ADMINISTRATORS AND ASSIGNS MAY HAVE AGAINST T-DOT TUMBLERS GYMNASTICS ACADEMY INC. AND OTHERS. I HAVE HAD SUFFICIENT TIME TO READ THIS AGREEMENT.

Accept Reject

Step 4: enter the credit card details which will be processed through our merchant account; Bambora. If going on a waitlist, no payment will be required, but the steps must all be completed. The system will email you if you get a spot from a waitlist. We strongly encourage you to go on waitlists!

1 Order Details 2 Additional Details 3 Legal Agreement 4 Payment

Effective Amount: \$ 514.00

Card Payment Details

First Name on Card
Janey

Last Name on Card
Doe

Card number

Expiry month Expiry year Security code

Once payment is processed, you will receive confirmation and an email containing your invoice. We do not store credit card details on file.

Thank-you for registering online!

Please contact tdottumblers@gmail.com if you require any additional assistance.