

WYOMING JUNIOR RODEO ASSOCIATION

ONLINE MEMBERSHIPS

- 1) CLICK THE *ARENA MANAGEMENT* LINK TO NAVIGATE TO THE MEMBERSHIP SITE
- 2) COMPLETE THE ONLINE MEMBERSHIP FORM, ENSURING ALL INFORMATION IS CURRENT
- 3) **RETURNING MEMBERS** **NEED TO USE PREVIOUS MEMBER #** AND HAVE AUTO FILL WITH PERSONAL INFORMATION.
 - a. CONFIRM THE INFORMATION IS CURRENT, UPDATE ACCORDINGLY
 - b. PRINT AND COMPLETE PARENT WAIVER
 - c. PAY MEMBERSHIP FEES (\$160.00)
 - d. UPLOAD COMPLETED WAIVER
 - e. BIRTH CERTIFICATE IS ON FILE (**DO NOT** UPLOAD)
- 4) **NEW MEMBERS** WILL BE ISSUED A MEMBER # AFTER PERSONAL INFORMATION IS COMPLETED ONLINE.
 - a. CONFIRM THE INFORMATION IS CURRENT
 - b. PRINT AND COMPLETE PARENT WAIVER
 - c. PAY MEMBERSHIP FEES (\$160.00)
 - d. UPLOAD COMPLETED WAIVER
 - e. UPLOAD BIRTH CERTIFICATE
- 5) **HOMETOWN MEMBERS** WILL BE ISSUED A MEMBER # WHEN FILLING OUT PERSONAL INFORMATION ON THE ONLINE MEMBERSHIP SITE. RETURNING HOMETOWN CONTESTANTS CAN USE PREVIOUS MEMBER #.
 - a. CONFIRM THE INFORMATION IS CURRENT
 - b. PRINT AND COMPLETE PARENT WAIVER
 - c. PAY MEMBERSHIP FEES (\$50.00)
 - d. UPLOAD COMPLETED WAIVER
 - e. UPLOAD BIRTH CERTIFICATE
- 6) REMEMBER -
 - a. THE PARENT WAIVER MUST BE NOTARIZED BEFORE UPLOADED
 - b. ALL NEW MEMBERS NEED TO UPLOAD BIRTH CERTIFICATE TO ONLINE PROFILE
 - c. COMPLETED MEMBERSHIPS WILL HAVE ACCESS TO ONLINE ENTRIES
 - d. PAYMENTS FOR MEMBERSHIP AND RODEOS ARE ONLINE ONLY

