

Catonsville Youth League Baseball

Volunteer Registration

Overview:

This form is to help walk a new volunteer register in our volunteer registration system which is hosted in TeamSnap. When registering, the volunteer will register themselves as the participant.

Instructions:

1. So go to the volunteer signup link I gave you.
2. Click on New Signup as shown below. (Figure 1)



Figure 1

3. Click on Create New Participant as shown below. (Figure 2)



Figure 2

4. Click on Add New Participant as shown below. (Figure 3)
5. Then click the Save & Continue button.

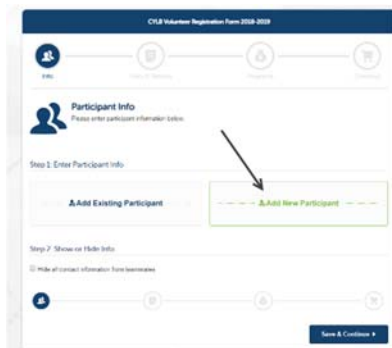


Figure 3

6. Fill out the Participant info as yourself, meaning the volunteer information. This area is to get your information and add you to the volunteer team. (Figure 4)
7. Once you completely fill out the form, click the Save & Continue button.

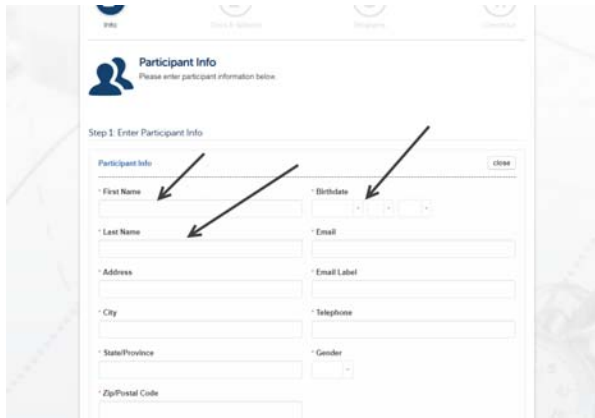
A screenshot of a web form titled "Participant Info" with the instruction "Please enter participant information below". The form is labeled "Step 1: Enter Participant Info" and includes a "close" button. It contains several input fields: "First Name", "Last Name", "Address", "City", "State/Province", "Zip/Postal Code", "Birthdate", "Email", "Email Label", "Telephone", and "Gender". Black arrows point to the "First Name", "Last Name", and "Birthdate" fields.

Figure 4

8. This will bring you to the waiver releases. Please follow all the instructions. (Figure 5)
9. Once you check, initial and sign all waivers, click on the Save & Continue button.

A screenshot of a waiver form for "John Doe". The title is "* ACKNOWLEDGEMENT, WAIVER AND RELEASE OF LIABILITY". The text of the waiver states: "I hereby confirm participant is in good health and able to participate in the activity. Also, I have been advised to consult with a licensed physician prior to participation in the activity. I acknowledge the activity may involve both apparent and inherent risks and dangers of bodily injury or death and damage to property. I fully accept and acknowledge the activities may involve risks, and I hereby assume all dangers and risks associated with the participant in the activity and will be responsible for the same. I further understand that concussion information is available at www.cdc.gov/concussion. I acknowledge that Baltimore County, Maryland, the Recreation Council, and their respective employees, directors, officers, volunteers, members and any other participant, entity, party or person involved in any regard with the Activity or the Activity promises and their respective agents, personal representatives, heirs, employees, contractors, successors and assigns (each an activity representative and collectively the "activity representatives"), shall not be responsible or liable in any regard or manner for any and all property damage or bodily injury (including serious physical injury or even death) incurred by participant or any party related thereto, as a result of his/her participation in the activity." At the bottom, it says "I have read, fully understand, and hereby freely sign, approve of, and agree to the terms of this Registration Form. I hereby".

Figure 5

10. This will bring you to the Programs selection area. Please click on the CYLB Volunteer Registration Form. (Figure 6)
11. Then click on the Save & Continue button.

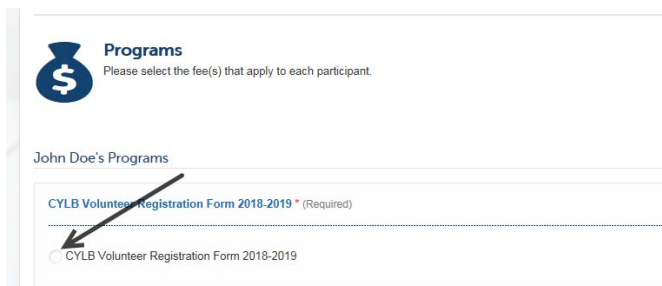
A screenshot of a "Programs" selection form for "John Doe". The title is "Programs" with a dollar sign icon and the instruction "Please select the fee(s) that apply to each participant." Below the name, there is a list of programs. The first program is "CYLB Volunteer Registration Form 2018-2019 * (Required)". A radio button next to this program is selected, and a black arrow points to it.

Figure 6

13. This will bring you to the Checkout page. Please click on Finish Checkout. (Figure 7). As you can see, there is no fee and no need to pay and this will complete your registration as seen in Figure 8 below.

CYLB Volunteer Registration Form 2018-2019 Fees

Participant Fees		
# John Doe	CYLB Volunteer Registration Form 2018-2019 (Program)	\$0.00
Add Another Participant		

Total Fees	
Participant Fees	\$0.00
Registration Fees	\$0.00
Total	\$0.00

Finish Checkout

[Finish Checkout >](#)

Figure 7



Figure 8