Steps to Register a team:

1. Use a computer not a cell phone, ipad, etc.
2. Click on the link: Park City Ice
3. Click on Registration
4. Click on League Registration
5. Select a League
6. Click on Register a Team
7. Log In using your name
8. Click Create a new team
9. Enter Team Name
10. Complete the requested info-highest level of play
11. Click Payment Options, enter what you are paying. $275 is the minimum to register a team.
12. Follow payment instructions.
13. You will receive an email confirming your registration (you will still need to register yourself for the team) and a Team Registration Confirmation.
14. On the Team registration confirmation you will find a highlighted Player Registration Code which you will give to your players. Your teammates will need to create an account, log-in, register for the league and join a team.   They will select the correct team, enter the registration code and pay the amount they are contributing.
15. On your account you will find a Captains Page – This will show your balance and those who have registered for your team.

Sample email to send to your team after filling in the question marks.

I have registered our team for the Park City Summer xyz League. To register for the team and pay your portion of the fees go to:

Park City Ice.   Use a computer not a cell phone, ipad, etc. (You can check to see if you have an account by logging in with your email address and hitting forgot password. If you have account you can register for your team. If not, you will need to create a new account.)

Once you are in your account, go to Registration, League Registration, xyz League, Join a Team.

You will need the Player Registration Code: ???? to sign up for our team.

Each player will pay $??? Click on the Payment Options and follow the payment instructions.

In addition, every player will need to sign the facility waiver annually, the link is in the registration confirmation email.