

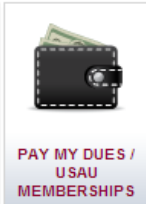
USA Ultimate Instructions
How to Pay for Team Personnel
Revised 2013-11-14



To pay for multiple memberships for team personnel (players, coaches, etc.), complete the following steps (in order to pay memberships for team personnel, you must first be a listed manager for the team.):

1. Login here: <http://play.usultimate.org/members/login/>

2. If you are a team manager, click on the “Pay My Dues / USAU Memberships” button on the account manager page:



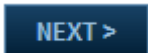
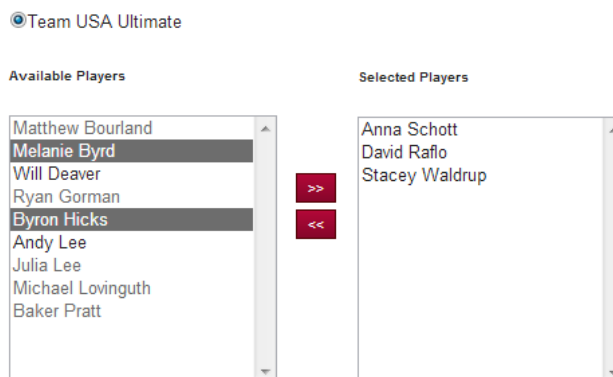
3. The button should then show the option to click on “Pay for Personnel”:

4. Select the radio button for the team for which you are looking to pay. If you are a team manager for multiple teams, you can only make payments for one team at a time.

5. Select the players that you would like to pay for from the available list on the left, and move them over to the list on



the right using the arrow buttons: . Note that you will need to purchase the same membership for all players/coaches (use separate transactions to purchase other membership types). If a player's name is greyed out, they already have a current membership. To pay for a coach membership, the member must already have a completed background check.



6. Click and follow the prompts through completion of payment. Select the appropriate membership level (contact HQ if you have any questions). The donation tab is an optional part of the process.



7. Click on the PayPal button to submit payment: (does not require PayPal account).

8. If you have any issues or questions, contact USA Ultimate HQ at info@hq.usultimate.org or 303-447-3472.