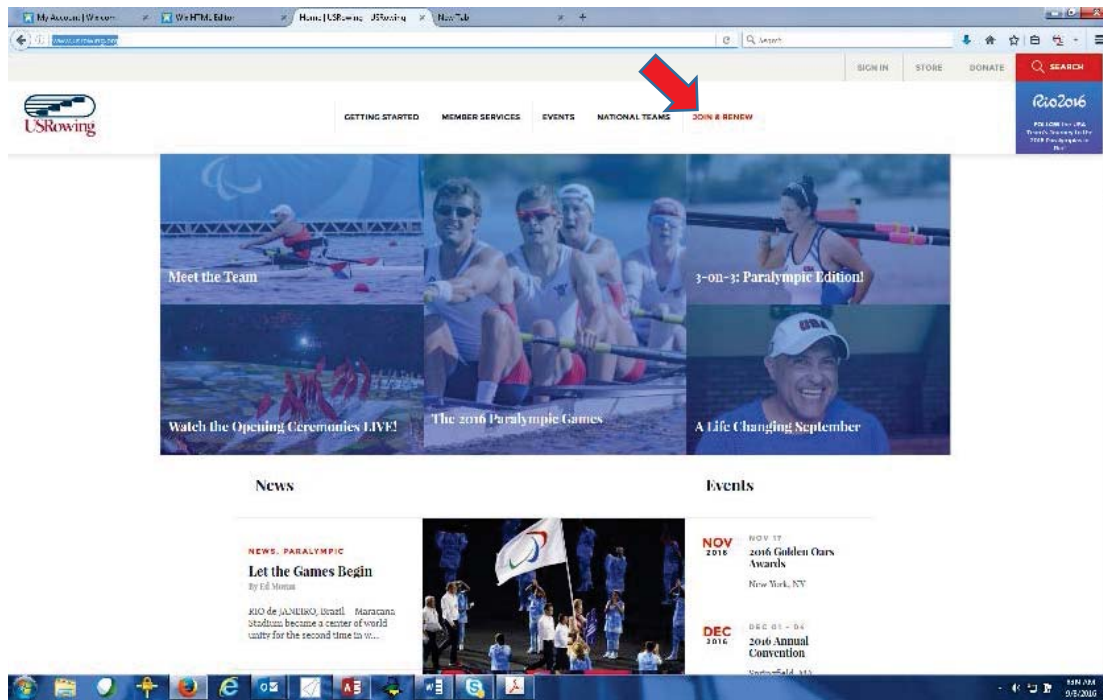
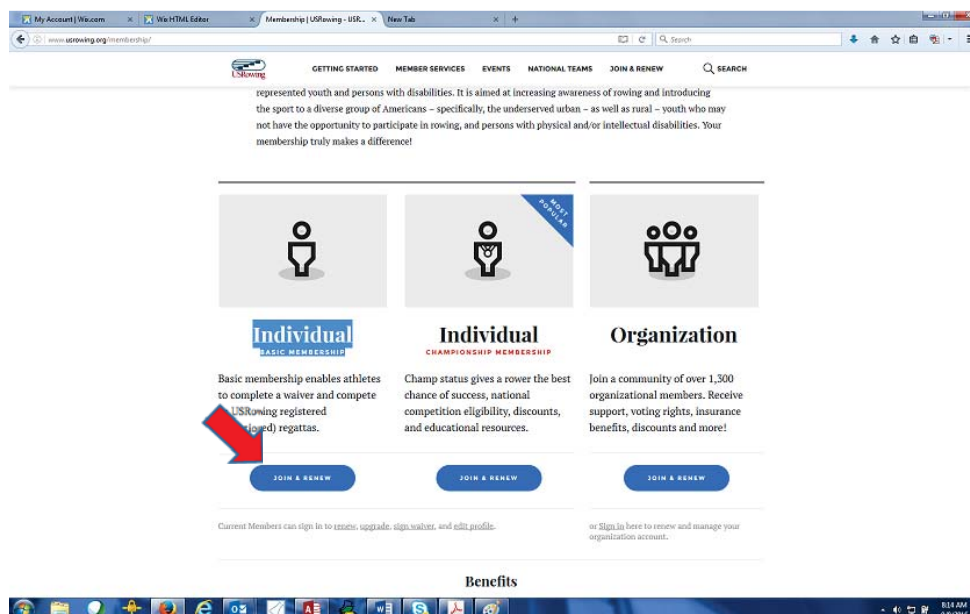


Instructions for signing Insurance waiver on US Rowing

1. Log on to <http://www.usrowing.org/>
2. Select Join & Renew in the upper right hand corner;

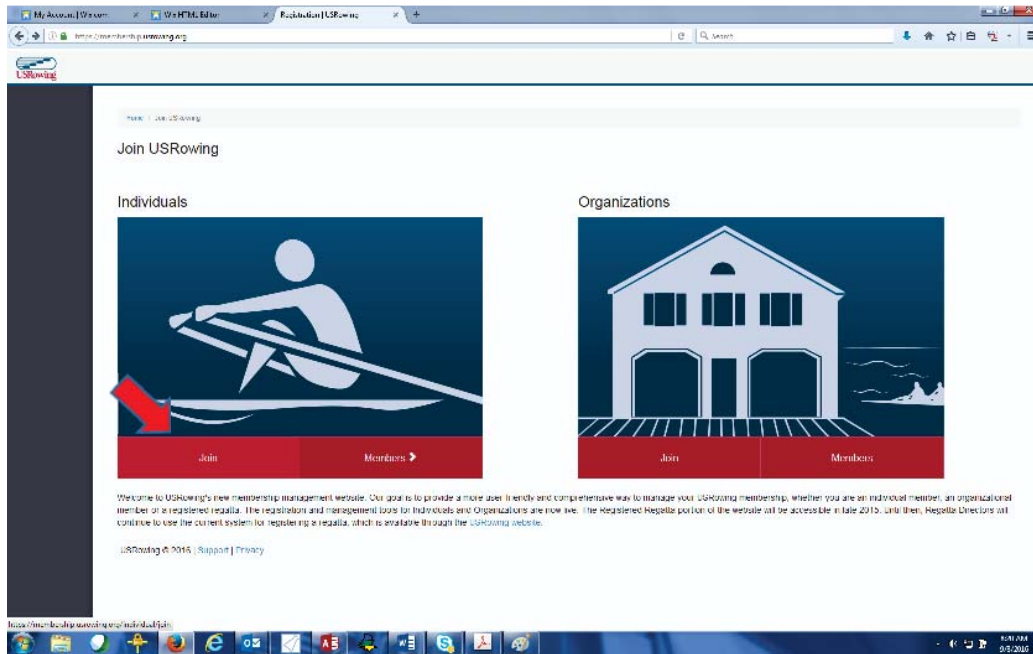


3. Scroll down to where it says Individual, Basic Membership and click the button under that section.

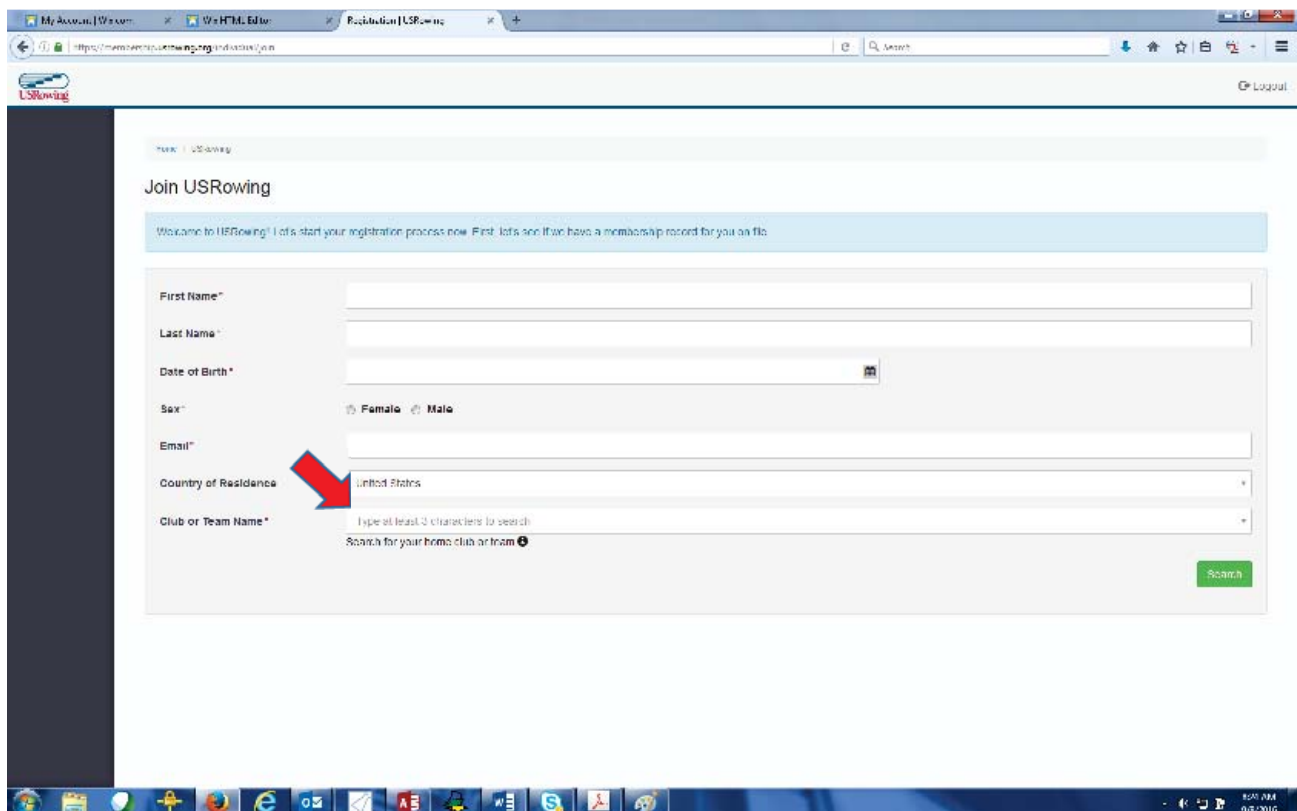


4.

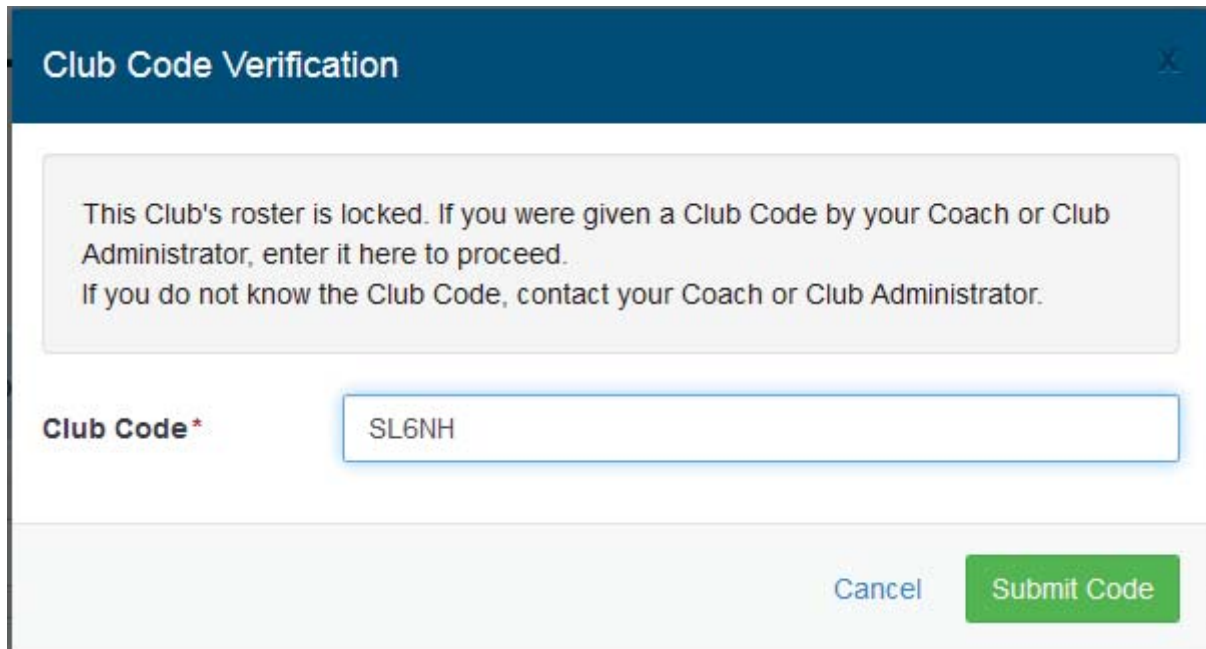
- a. If you have not previously registered the rower on US Rowing, select Join, under Individuals;



- b. Fill out the required information for the rower on the next page;
- c. For the "Club or Team Name" field, type "Ocean City Crew Boosters, Inc. & High School"

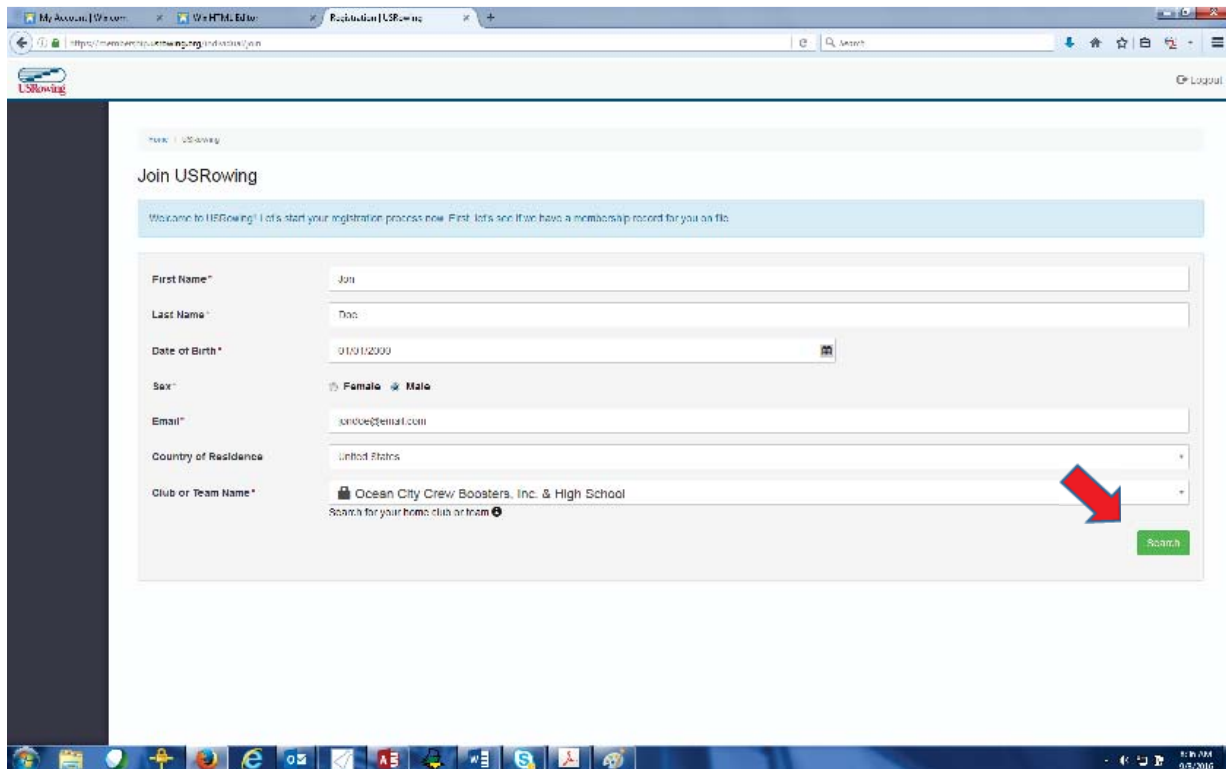


- d. A “Club Code Verification” box will pop up. Enter SL6NH & click submit code;



The image shows a modal dialog box titled "Club Code Verification" with a close button in the top right corner. The main text reads: "This Club's roster is locked. If you were given a Club Code by your Coach or Club Administrator, enter it here to proceed. If you do not know the Club Code, contact your Coach or Club Administrator." Below the text is a text input field labeled "Club Code*" containing the text "SL6NH". At the bottom right of the dialog are two buttons: "Cancel" and "Submit Code".

- e. Click search on the bottom right hand corner after all required field are filled in;



The image shows a web browser window displaying the "Join USRowing" registration page. The browser's address bar shows the URL "https://members.usrowing.org/index.cfm". The page header includes the USRowing logo and a "Logout" link. The main content area is titled "Join USRowing" and contains a welcome message: "Welcome to USRowing! Let's start your registration process now. First, let's see if you have a membership record for you as follows." Below this is a registration form with the following fields: "First Name*" (John), "Last Name*" (Doe), "Date of Birth*" (01/01/2000), "Sex*" (Female selected, Male unselected), "Email*" (jdoe@email.com), "Country of Residence" (United States), and "Club or Team Name*" (Ocean City Crew Boosters, Inc. & High School). A red arrow points to a "Search" button located at the bottom right of the form. The browser's taskbar and system tray are visible at the bottom of the screen.

f. Click "Join" on the next screen;

Welcome to USRowing! Let's start your registration process now. First, let's see if we have a membership record for you on file.

First Name* John
Last Name* Ube
Date of Birth* 01/01/2000
Sex* Female Male
Email* john@email.com
Country of Residence United States
Club or Team Name* Ocean City Crew Boosters, Inc. & High School
Search for your home club or team

Please select an athlete record, or if your record is not listed, click "Not Listed Above."

Name	Membership Level	City/State	Member Number
John Ube		Not Specified	None

Join

Not Listed Above

g. Select "Basic Membership" from the drop down menu on the next page;

Home / Membership Levels

Membership Levels

Step 1: Membership Level (Active) | Step 2: Photo | Step 3: Technique | Step 4: Complete | Step 5: Confirm

Please choose your membership type. Our standard membership is **Championship Membership** for 26 and under (\$45) and 27 and over (\$45). This is the membership that juniors, scholastics, and masters athletes need to compete in USRowing national and regional championship regattas.

Membership Type*

- Basic Membership - 1 Year (Admin Fee - \$5.75)
- Championship Membership (26 and Under) - \$45.00 (Admin Fee - INCL IUDFO)
- Basic Membership - 1 Year (Admin Fee - \$5.75)

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- h. Fill out required fields on the “Profile Page” and hit Submit on the bottom right hand corner;

The screenshot shows a web browser window displaying the USRowing profile page. The page contains several form fields: 'Contact Phone' with a value of '+1 609 857 6399', 'Relationship' with a value of 'Spouse', and an 'Additional Information' section. This section includes a dropdown for 'Would you like more information about becoming a USRowing Referee?' (set to 'choose'), 'Race' (set to 'Prefer not to answer'), 'Ethnicity' (set to 'Not Hispanic or Latino'), and 'Are you a United States Veteran?' (set to 'choose'). A red arrow points to the 'Submit' button at the bottom right of the form. Below the form, there is a disclaimer: 'Information about one's ability status is being requested on a voluntary basis. It will be kept confidential in accordance with the ADA. Refusal to provide it will not subject you to any adverse treatment, and it will be used only in accordance with the ADA.' At the bottom of the page, there is a footer with 'USRowing 2016 | Support | Privacy' and a system tray showing the date and time as '8:15 AM 9/2/2016'.

- i. Click “Yes” on the Parental Consent pop up;

The screenshot shows a 'Parental Consent' pop-up dialog box. The title bar is dark blue with the text 'Parental Consent' and a close button (X). The main content area is white and contains the text: 'I confirm I am over the age of 18 and the Parent or Legal Guardian for this individual. Click Yes if the above statement is true and you wish to proceed. Otherwise, click Cancel.' At the bottom right of the dialog, there are two buttons: 'Cancel' and 'Yes'. A red arrow points to the 'Yes' button.

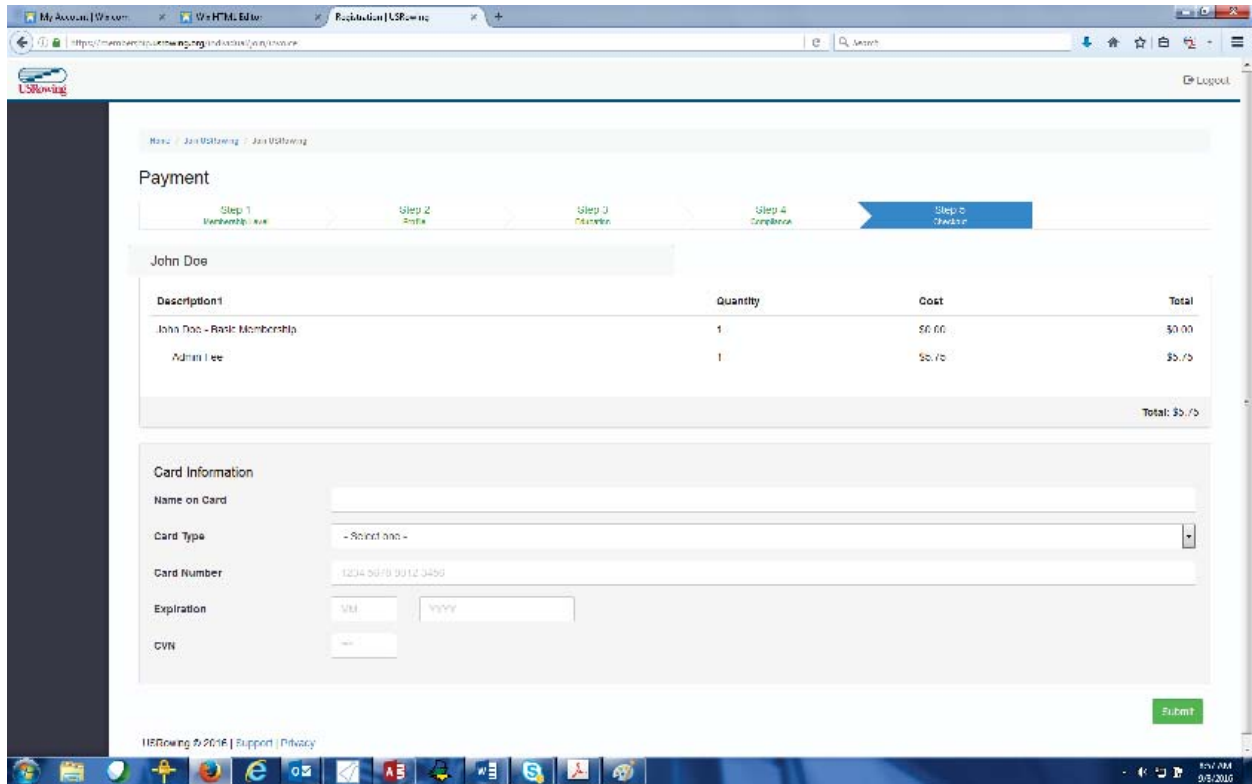
- j. Type in your name in the Parental Consent Field and click the check box next “I understand and agree to the terms of this waiver”. Then click submit;

The screenshot shows a web browser window with the URL <https://members.usrowing.org/index.php/parentalwaiver>. The page title is "Member Waiver" and it is part of a 5-step process. Step 4, "Complete", is highlighted in blue. The main content area contains the "2016 Waiver" text, which includes a disclaimer and a list of conditions. Below the waiver text is a "Parental Consent" field with a red arrow pointing to it. The field contains the text "Fred Doe" and a checked checkbox labeled "I understand and agree to the terms of this waiver". A green "Submit" button is located at the bottom right of the form. The footer of the page reads "USRowing © 2016 | Support | Privacy".

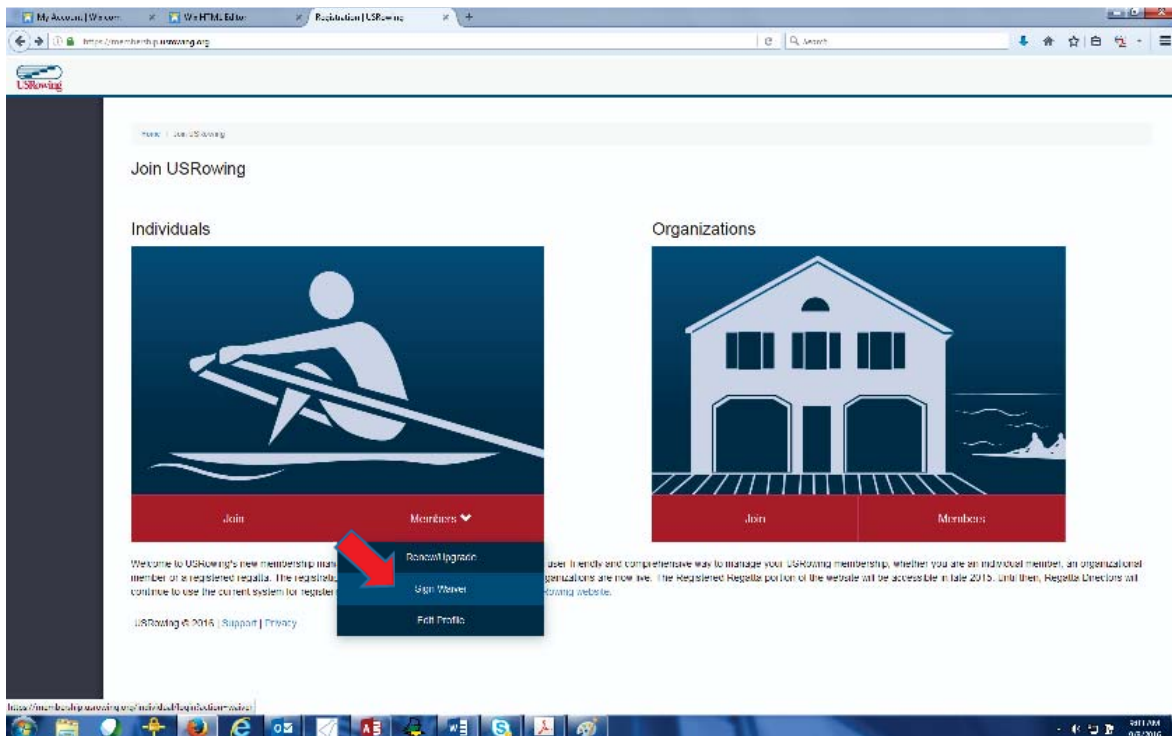
- k. Click “No” on the Anti-Doping Compliance page unless you plan to have your child compete on the national level. Either way, tell your kid to not do drugs. Click Submit;

The screenshot shows a web browser window with the URL <https://members.usrowing.org/index.php/antidoping>. The page title is "Anti-Doping Compliance" and it is part of a 5-step process. Step 4, "Complete", is highlighted in blue. The main content area contains the text: "I plan to compete in a USRowing National Team selection event. This includes any National Team Selection Camp and Trials for the Senior, Para-, Under 23, and Junior World Championship Teams." Below this text are two radio buttons: "Yes" and "No". A red arrow points to the "No" radio button, which is selected. A green "Submit" button is located at the bottom right of the form. The footer of the page reads "USRowing © 2016 | Support | Privacy".

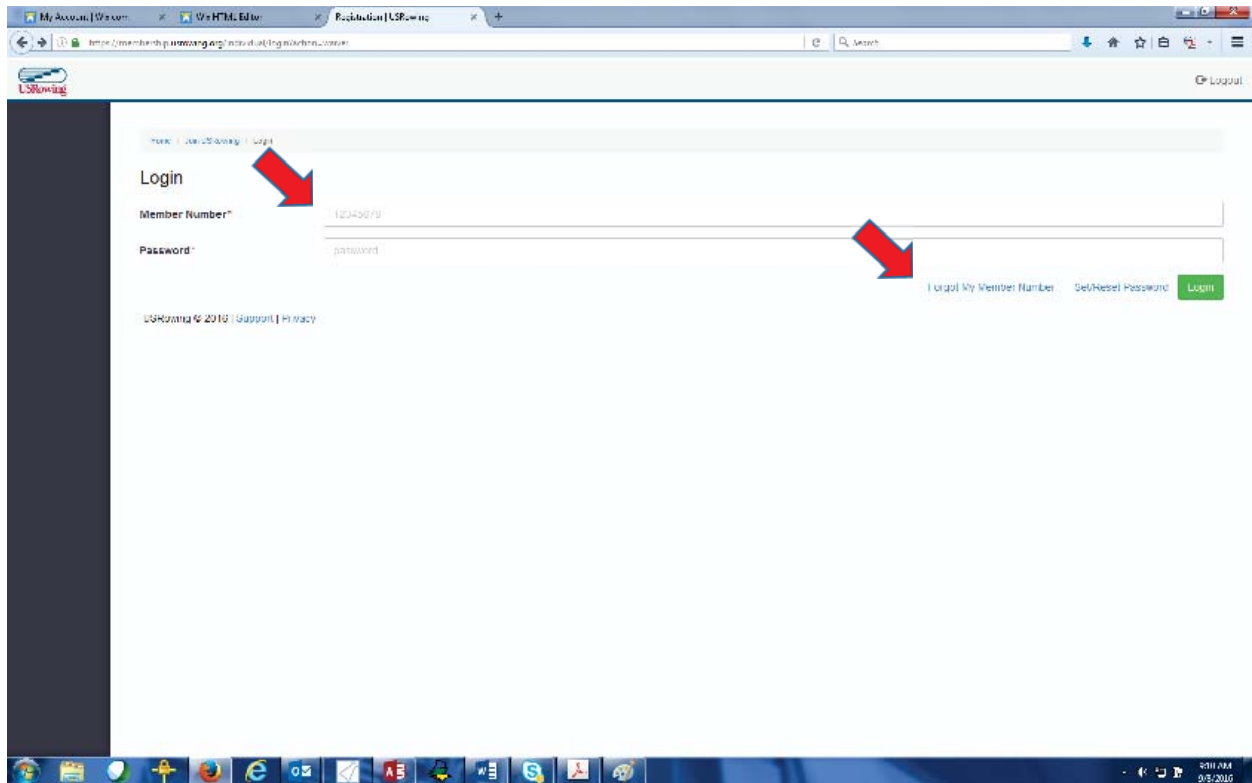
- I. There is a \$7.75 administration fee for the membership. Fill out your credit card information on the next page and click Submit;



5.
 - a. If the rower is already registered with US Rowing, and it has been over a year since you signed the waiver, select Sign Waiver, under the pull down menu of the Members Button;



- b. You will have to login with the rowers member number and password on the next page. If you forget this information click on “Forget My Member Number” and follow the directions.



- c. Follow the direction from there to sign waiver.