



MeetMaker

Online Gymnastics Meet Registration

For the OHIO Xcel State meet and Ohio 2-5 State meet in the 2017-18 season, all registrations on MeetMaker will go through the USA Gymnastics Reservation system then complete registration and make payment on MeetMaker.

To make sure the reservation will be linked to your gym account in MeetMaker make sure you have your USA Gymnastics Club Number in your MeetMaker account profile (reservations are linked by club number)

- Click SIGN UP (to make a new account) or SIGN IN (if you have made an account before) to MeetMaker click MY GYM then Click MY ACCOUNT
- Click SANCTION ORGANIZATIONS
- Your USA Gymnastics Club Number should be in this grid
- If not click ADD NEW, or if it is wrong click EDIT to make sure your club number is listed correctly.
- If you happen to have more than one USA Gymnastics entry DELETE any extra entries.

To register:

1. Find the meet you are entering In the MEETS list in MeetMaker.com click REGISTER
2. Click the button, "USA Gymnastics Reservation System"
 - a. A new tab or window will open (depending on your browser) with USAGYM.ORG sign in web page [Sign in to your USA Gymnastics account you must have administrator status in USA Gymnastics]
3. Once you sign in to USA Gymnastics you will see the reservation page for the meet you are entering
4. Fill in the reservation data and select all the **coaches and gymnasts** that are going to attend the state meet and complete the reservation in the USA Gymnastics reservation system
5. Go back to the MeetMaker window and click ALERTS
6. Then Process this reservation and enter payment information [you will receive a confirmation number in MeetMaker once you have fully registered the meet]

For help please see the instruction page: <http://www.meetmaker.com/usagreservationinfo> or contact support@meetmaker.com

| <u>Meet</u> | <u>Link</u> |
|-----------------------------------|---|
| Ohio Women's Level 2-5 State Meet | http://www.meetmaker.com/meetdetails?eid=2112 |
| Ohio Women's Xcel State Meet | http://www.meetmaker.com/meetdetails?eid=2111 |