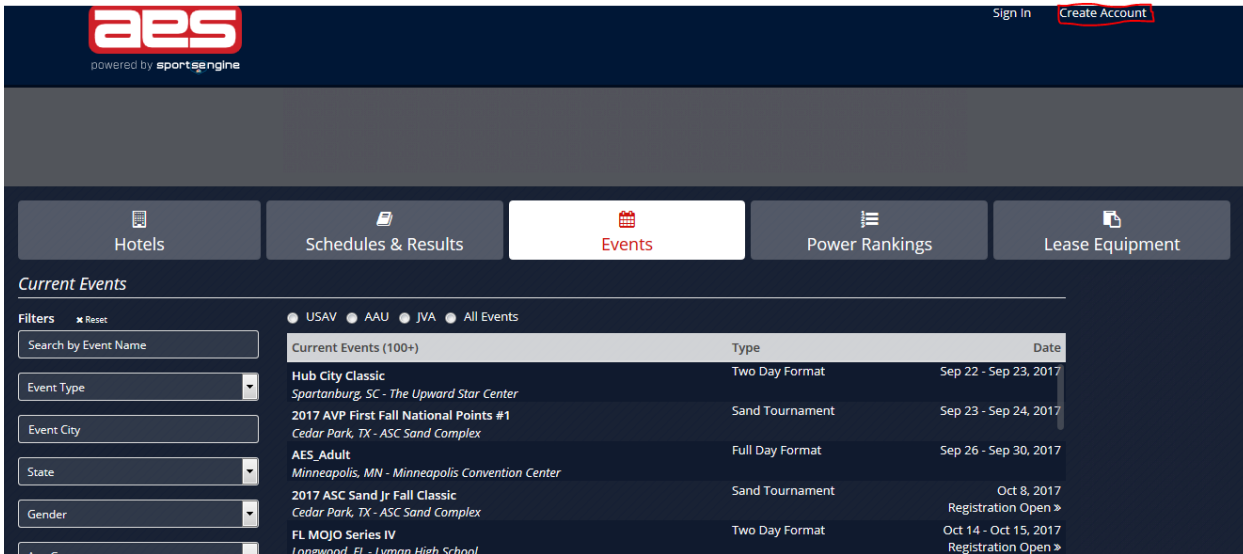
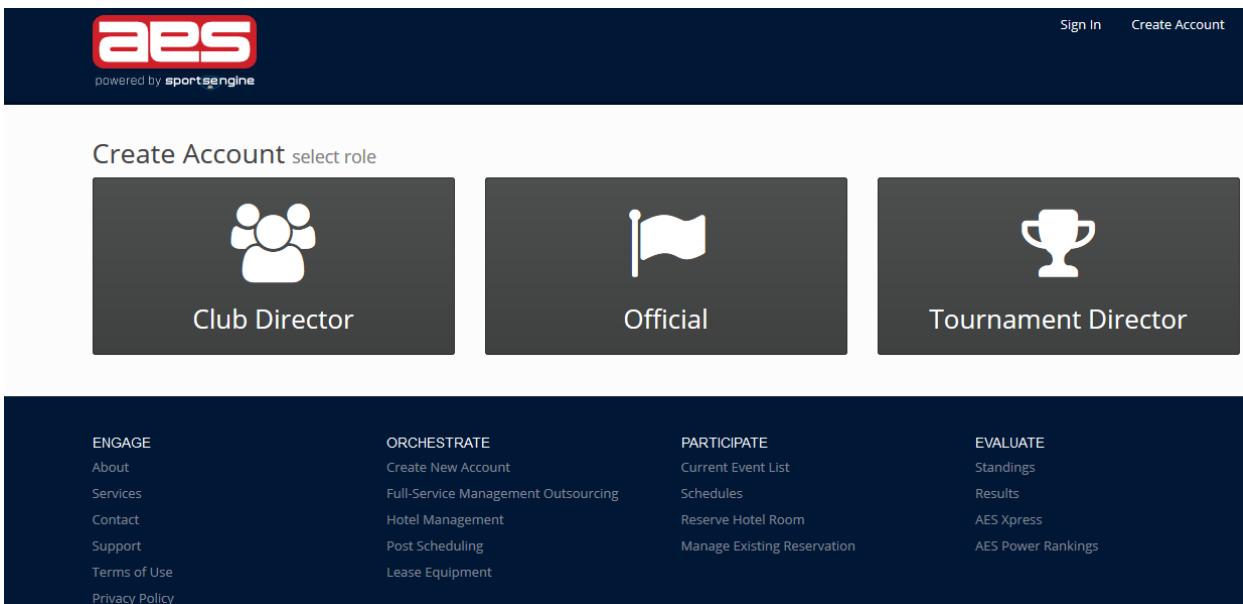


# How to Create an AES Account

1/ Go to the AES site using [www.advancedeventsystems.com](http://www.advancedeventsystems.com). The AES events home page will be displayed. Click on “Create Account” in the top right corner. See below:



2/ Select the Club Director role as seen below. This role will allow team reps to create clubs and the teams within the club. Note that even if you are not in a club, you will still need to select the Club director role in order to be able to login and create your team.



3/ Complete the create account screen and fill in all fields with a red asterisk (\*).

Create Account

First Name \*

First Name

Last Name \*

Last Name

Birth Date \*

Gender \*

Select Gender

Email \*

Email

Line 1 \*

Line 2

City \*

State \*

State

Zip \*

Country \*

United States of America (USA)

Phone

Phone

Cell Phone

Cell Phone

Fax

Fax

Website

Website

Organization

Organization

4/ Once completed, select the red Create Account button:

Country \*

United States of America (USA)

Phone

Phone

Cell Phone

Cell Phone

Fax

Fax

Website

Website

Organization

Organization

Username \*

Username

Password \*

Password

Confirmation Password \*

Confirmation Password

Create Account

5/ AES will need to confirm your email address so the below screen will be seen:

aes

powered by sportengine

Sign In

Create Account

Confirm Email Address

A confirmation link has been sent to your email address at [nclaxton847@gmail.com](mailto:nclaxton847@gmail.com). Click the link to finish registering. You may close this window or return to the [AES Home Page](#).

6/ Login to your email account and open the email from [info@advancedeventsystems.com](mailto:info@advancedeventsystems.com) (Check your junk mail if the email is not seen in your inbox). Select the link in the Verify your Email section of the message.

7/ Once verified, you will receive confirmation and you can then login to create your club and team.



Congratulations! Your AES account has been successfully verified.

Continue by logging in to your AES account.

Login

ENGAGE	ORCHESTRATE	PARTICIPATE	EVALUATE
About	Create New Account	Current Event List	Standings
Services	Full-Service Management Outsourcing	Schedules	Results
Contact	Hotel Management	Reserve Hotel Room	AES Xpress
Support	Post Scheduling	Manage Existing Reservation	AES Power Rankings
Terms of Use	Lease Equipment		