



## USA Softball Junior Umpire Member Online Registration Process

All umpire member registrations will be done online. Members will be able to pay with a credit card when processing their registration online.

For best and easiest results, please use a laptop or tablet when Registering. You can use a phone. Enter [www.registerusasoftball.com](http://www.registerusasoftball.com) in web browser address line.

**LOG IN INSTRUCTIONS for girls currently playing with or have played with our league - but have NEVER registered as a Junior Umpire:**

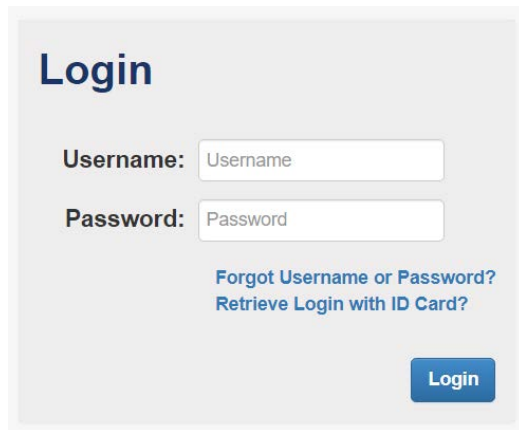
This means she already has a USA Softball Membership ID number and we want to make sure her Umpire Registration maintains the SAME number! **DO NOT CREATE** a new account!

1. Click on **Retrieve Login with ID Card?** (Forgot Username and Password will not work, as there is NO email address associated with the player accounts. Same with the "Think you already have an account..." below.)
2. Under Find Your Account, Enter Member ID, First Name, Last Name, and Date of Birth and select the "Find my profile" button. **THE LEAGUE WILL PROVIDE YOU WITH YOUR PLAYER'S USA SOFTBALL MEMBER ID NUMBER.** You must have this to proceed!

1. Update Profile information as required - Email, Address, City, State, ZIP, Phone.
2. You must enter a **UNIQUE** Email address for your Junior Umpire. This **CANNOT** be an email that has already been used for a parent or guardian's USA Softball account.
3. You will then be instructed to enter your new password and/or username.

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1. You will be redirected to the Login page.
2. Login your Junior Umpire using her new Username and Password that you just created.
3. Select "Go To My Umpire Page"

**If your player is a RETURNING Junior Umpire and you remember her Username and Password, she should be able to login with no problem and then continue with the instructions below.**

**If your player is a RETURNING Junior Umpire and you forgot her Username and/or Password, you can use either the method shown to Retrieve Login with ID Card or the Forgot Username or Password method.**

**If your prospective Junior Umpire has never played softball with our league or another league and does not have a USA Softball Membership ID number, you will need to create an account by clicking on "Think you may already have an account or want to create one?"**

**If you have any Questions or Concerns contact your Registrar or Webmaster. ONLY the SoCal Umpire Staff can assist with this process and we will need to contact them.**



1. Once you are successfully logged in to your Register USA Softball account, Select "Go To My Umpire Page"

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Next Screen, to start to process member registration.

The screenshot shows a web browser window with the URL `registerusasoftball.com/User/UmpireDefault.aspx`. The page has a dark header with the word "REGISTER" in large white letters. Navigation links include HomePlate, Grids, Tournament USA, Orders/Invoices, Profile, Help, and Log Out(Paul Mo...). The main content area is light gray and contains the following elements:

- Welcome Back Paul Morines!** with a "Your Member ID is:" label and an empty text box.
- A disclaimer: "In your association, it is not required for all umpires 18 years of age or older to clear a background check before the registration is approved".
- A red circle highlights a link: "Click here for information on our National Umpire Schools!".
- Two large blue buttons with white text:
  - Click Here to Submit Your Umpire Registration!**  
This option will allow you to submit your registration and payment to your local USA Softball Association for approval.
  - Click Here to Purchase & Start Your Background Check!**  
This option will allow you to pay & start your background check with a credit card. (Note: The more information in your profile, the quicker the background check will finish.)
- On the right, a box titled "Local UIC Contact Information" lists:
  - Name: Chris Drumm
  - Association: CA - Southern California
  - Phone: (760) 473-4823
  - Email: rookie94@cox.net
- Two red circular icons with white 'X' marks are positioned to the right of the buttons.
- Text to the right of the icons:
  - "You have not begun your registration process." (next to the first icon)
  - "Your association requires that you pay for your background check via invoice." (next to the second icon)

Click on "Click Here to Submit Your Umpire Registration!"

This is a close-up of the first button from the previous screenshot. It is a blue rectangular button with white text that reads:

**Click Here to Submit Your Umpire Registration!**

This option will allow you to submit your registration and payment to your local USA Softball Association for approval.

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In the Umpire Group, ONLY Select the “Umpire-Southern California Group”.

Do Not select your district. This function does not assign your district, the SoCal Staff will ensure that on our documents.

**Registration Detail**

**Umpire Group:** Umpire-Southern California League \*

**Umpire League:** Rec-North San Diego District - Rec League - North San Diego District

**Reg Type:** Youth

**Registration:** Youth

**Background Check:** No Background Check

**Select** →

**Registration Fee Summary**

Registration Fee:	\$55.00
Background Check Fee:	\$0.00
Shipping & Handling:	\$0.00
Total:	\$55.00

Umpire Group: Umpire-Southern California League - -

Umpire League: N/A

Reg Type: Youth (Automatically Selected)

Registration: Youth Umpire Reg (No ID Card)

Background Check: No Background Check (Automatically Selected)

**Registration Detail**

**Umpire Group:** Umpire-Southern California League \*

**Umpire League:** N/A \*

**Reg Type:** Youth \* (Adult 18+ or Youth Under 18)

**Registration:** Youth Umpire Reg (No ID Card) \*

**Background Check:** No Background Check

**Registration Fee Summary**

Registration Fee:	\$55.00
Background Check Fee:	\$0.00
Shipping & Handling:	\$0.00
Total:	\$55.00

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Check

☒ By checking this box and/or submitting this form, you agree to the conditions set forth in the Southern California Umpire Working Agreement. Also, you agree to providing your Social Security Number (at a later time) to USAS SoCal in order to complete your 1099. [Click here](#) to read the full text of the agreement.

☐ Umpire Clinics for Adults - \$35

☐ Umpire Clinics for Youth - \$20

As per the Umpire Working Agreement, would you like to add the additional insurance policy? The standard registration includes Liability and Excess Accident and that this is an OPTIONAL plan only.

No Additional Insurance

Check

☒ By checking this box and/or submitting this form, you agree to the conditions set forth in the USA Softball's Consent Form. [Click here](#) to read the full text of the consent form.

☐ **Send a Copy of the Report.** This option will send a copy of your background check report to the address listed above.

Submit

You may pre-pay with credit card the Umpire RULES Clinic!! However, USA Softball SoCal prefers payment via Venmo if possible.

No Additional Insurance

Click Submit button.

### Registration Submission

You will not be receiving anything. Our system is not set-up for that.

Registration Submission Confirmation

Thank you for submitting your registration to our Southern California ASA representative. As per the instructions on the site, please submit payment and all accompanying paperwork to the person listed

Roster Type: N/A

Ship Method: USPS 1st Class

Recipient Name: Paul Morines

Ship To: Primary Add New Address

CA 92630

Special Shipping Instructions

Please note that you must mail in your invoices with payment before approval can be issued by commissioners.

Submit Cancel

Click Submit button.



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Choice to pay with Pay Pal or click "x" to exit out and create an invoice to submit payment (check/money order) by mail.

USA SOFTBALL MOBILE APP USASOFTBALL.COM

REGISTER HomePlate Grids Tournament USA Orders/Invoices Profile

Umpire Submitted.

Personal Information

First Name: Christina  
Middle Name:   
Last Name: Drumm  
Suffix:   
Birthday:   
Address:   
City:   
Phone: 760-473-4823  
Email: drumm.chris.socal.asa@gmail.com  
Zip:   
Drivers License:   
Gender:

PayPal

Your association accepts PayPal/Credit Card payments. Click the Pay Now button below to pay online. When using this process, it is **NOT** required that you have a PayPal account.

Invoice Number: 555113  
Invoice Amount: \$125.00

Pay Now

Click "x" if you do not want to pay with credit card & pay with check/money order.

Paying by credit card using Pay Pal, hit "Pay Now"

Complete Pay Pal payment process.

Invoice Example.

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INVOICE

Checks Payable To:  
PO Box 5028  
Oceanside, CA 92052

Shipping Information:  
Paul Morines  
2  
Admin Name:  
Admin Email:  
Admin Phone:

Team or League Information

ID:  
Name:  
Umpire Registration  
Group: League:  
Current HC:

Invoice Date: 12/01/17  
Invoice Number: 5115  
Players:  
Non-Players  
Classification:

Umpire Registration	Description	Qty	Price	Amount
Umpire Registration - 602255 - Paul Morines	Adult Umpire, No Card	1	\$83.00	\$83.00
602255 - Paul Morines Background Check	Background Check - No Card	1	\$7.00	\$7.00
Umpire Rules Clinic	Optional Umpire Rules Clinic	1	\$15.00	\$15.00
Umpire Mechanics Clinic	Optional Umpire Mechanics Clinic	1	\$10.00	\$10.00
Adult Umpire Reg (No ID Card)				
Total Cards: 0		Total:	\$95.00	
Shipping & Handling: USPS 1st Class			\$0.00	
		Amount Due:	\$95.00	

If you are going to attend a clinic, you can pay for the entire amount there or send it to the PO BOX. Please be aware, all payments post marked after Jan. 10, 2018 should reflect the \$90 registration fee along with all applicable clinic fees. If you have any questions, please contact Laura Head, State UIC, Sue Sawyer or Paul Morines, SoCal Admin Team. Thank You, USA Softball of Southern California Umpire Program



Those paying by check/money order will have an invoice created that will reflect the current mailing address to send it to.

Please write down your user name & password. This will be the process we will continue to use this in the future. You can also access your account at anytime to update personal information.

If you have are locked out of your account at any time, please contact RegisterUSA support online.

If you have any other questions or concerns, please contact your DUIC, Paul Morines, or Laura Head.