Bur Mil Marlins Registration Instructions

- 1. Click on the registration link on the Bur Mil Marlins website. It will take you to the Bur Mil Marlins page of the Guilford County website.
- 2. Click on the "Swim Team Sign-Up" button.
- 3. This takes you to the "Search Results" page below.

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- 4. Click on the "+" to select Bur-Mil Marlins Swim.
- 5. You will see a button that says, "Add to Cart" appear at the bottom left of your screen.

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6. After you click "Add To Cart," you will be taken to the login screen. Either log into your account or select the last link if you have not previously created an account. You will need to enter the required information for each child in your family who will be joining the Bur-Mil Marlins. If you already have an account, but need to add a new Bur-Mil Marlins swimmer, see the directions at the end of this document.

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- 7. After you have logged into your account, you will see a list of your family members who are eligible to join the Bur-Mil Marlins. Select each swimmer you wish to register. Select "Continue." For each child you selected, you will be taken to a page which asks for his/her t-shirt size. Continue through the pages for each child. Follow the on-screen directions for payment and competing the registration process.
- 8. If you have any questions, email <u>coach@burmilmarlins.com</u>.

***If you have previously registered your family with Guilford County and you need to add a new swimmer to your family, you will need to do so before you register for the Bur-Mil Marlins. To add a family member, first click on "Guilford County" at the top of any of the pages of the Guilford County website. This will take you to the main Guilford County page. Next, click on the "My Account" tab on the top of the page. Then, select "Household & Member." Follow the instructions on the page to add a child to your family account. Once you have all your swimmers added, the easiest way to get where you need to be to register for the team is to go back to the Bur-Mil Marlins webpage and start the registration process at the beginning.

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