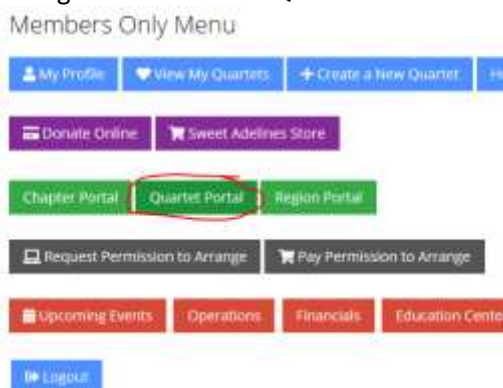
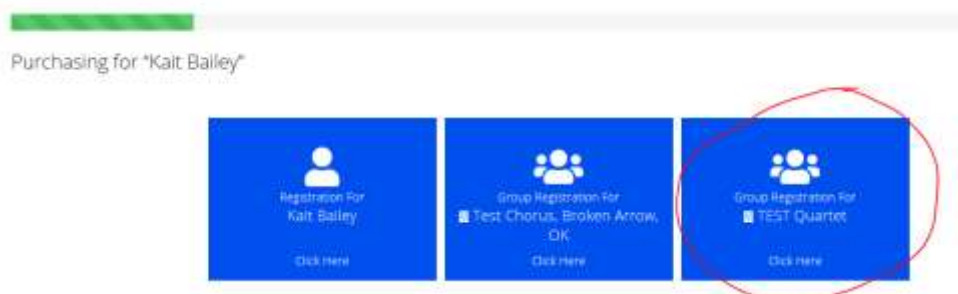


How to Register your Quartet for Regional Competition

1. Go to the Sweet Adelines International website.
2. Click on Member Login and log in.
3. For Quartet Registration – Go to Quartet Portal.



4. This will bring up a list of all of your quartets
5. Click on the “Region Competition” button under the quartet you wish to register
6. This will bring you to a page that lists “Things to remember” and information about that specific competition.
7. Click on the “Register Now” button.
8. Click on the “Group Registration for (Quartet name)” button.



9. Register yourself as an attendee.



Questions?

Sweet Adelines International
Competition Department
competition@sweetadelines.com

Purchasing for "TEST Quartet" by "Kait Bailey"

Attendee:

Kait Bailey

10. Fill out the entry form.

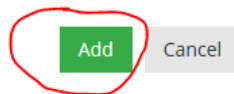
Other information

2019 Regional Quartet Competition Entry Form

Quartet Name: *	<input type="text"/>
Quartet ID: *	<input type="text"/>
Region Number: *	<input type="text"/>
Order of Appearance :	<input type="text"/>

Quartet Personnel

11. After filling out all required questions, click the "Add" button.



12. Click the "Next" button.

Purchasing for "TEST Quartet" [Shop for Another Customer](#)

Attendees

[Edit](#) [Remove](#) Kait Bailey (\$100.00)

← Discounts Apply to Cart

[Register Another Attendee](#)



Questions?

Sweet Adelines International
Competition Department
competition@sweetadelines.com

13. Click the "Checkout" button.



14. Input payment information, then click on the "Submit Your Order" button.

Name on Card:

Card Number:

CVV Number:

Expiration Date: /

Billing Zip/Postal Code:

Save this Credit Card: Store securely in PayPal

Confirmation Email

Send confirmation email to:

Send a copy to:

Refresh Submit Your Order

Note: You should receive a confirmation email upon completing entry. (Note: the confirmation email will show that the ORDER SUMMARY of a Region_ competition was purchased for the attendee. However, this is simply a "placeholder" in the database; the actual entry is for the chorus listed under the BILL TO section.)

Order Confirmation

Sweet Adelines
 9110 S. Toledo Avenue Tulsa, OK 74137
 Phone: 800-992-SING (7464) Email: communications@sweetadelines.com

Bill To: Quartet ← Quartet Row

Order Info:
 Order #: Order Date: 12/19/2018
 PO #:

Payment Method: Visa Card Number: Reference Number:
 Payment Amount: \$100.00

ORDER SUMMARY

Description	Qty	Price	Amount
Region 10 Quartet Competition, Event Regional Quartet Purchased For: ← Attendee Name	1	\$100.00	\$100.00

*Remember, only the quartet primary contact may enter a quartet for regional competition.

Questions?

Sweet Adelines International
 Competition Department
 competition@sweetadelines.com