

Player Registration Guide

Start at the APPL home page

1. Go to arizonapickleballplayersleague.org.
2. Click **Get Started** and then **Contact Us**.
3. On the next page, click the red **PLAYER REGISTRATION** button on the bottom.
4. On the next page, click the **Region** that your team is playing in.
 - a. NOTE, if you are playing on more than one team, you will need to do this entire process for each team and select the correct region for each.

The screenshot shows the homepage of the Arizona Pickleball Players League. At the top left is the logo for TEAM APPL ARIZONA PICKLEBALL PLAYERS LEAGUE. To the right is a navigation menu with links for HOME, ABOUT, NEWS, REGIONS, LEAGUES, and GET STARTED. Below the navigation is a large banner image of a pickleball court with the text "Get ready." and three lines of information: "Team registration for Winter 2023 is OPEN for ALL Teams through November 13th.", "Player registration for Winter 2023 is OPEN through February 15th.", and "Winter 2023 Season match play starts the first week of January 2023." Below the banner are four columns of content, each with an icon, a short paragraph, and a button. The first column has a clipboard icon, text about team registration, and a yellow "TEAM REGISTRATION" button. The second column has a group of people icon, text about player registration, and a red "PLAYER REGISTRATION" button. The third column has a person with a plus sign icon, text about seeking a team, and a yellow "PLAYER SEEKING A TEAM" button. The fourth column has a speech bubble icon, text about contact, and a yellow "CONTACT US" button.

Enter the Password

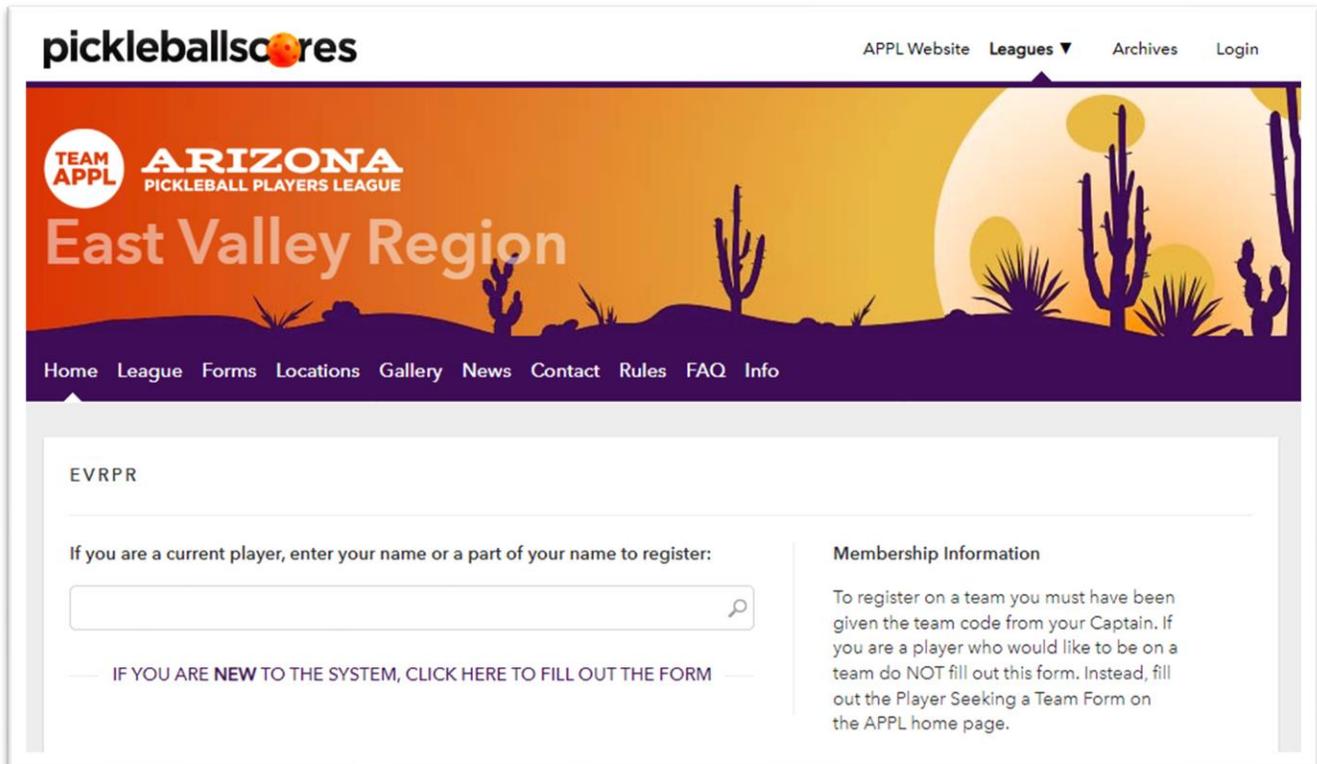
You will be taken to a new page and asked to enter a password. Use the password you received from your Captain. You cannot register for a team unless you are invited by the Captain and given the password. Passwords are case sensitive.

The screenshot shows a password entry form. At the top left is the logo for TEAM APPL ARIZONA PICKLEBALL PLAYERS LEAGUE. Below the logo is the text "This content is password protected. To view it please enter your password below:". Underneath is a label "Password:" followed by a text input field containing several dots. To the right of the input field is a red button labeled "ENTER". Below the input field is a checkbox labeled "Show password".

Continue to the Regional Webpage

If you did that correctly, you should be on your regional webpage powered by Pickleballscores and your region's name should be displayed in the colorful banner at the top.

1. If you have played in APPL in the past, start typing your name in the box. If you see it come up, click on the word "register" by your name.
2. If you haven't played in APPL, or don't see your name come up, click on the words below the box "IF YOU ARE NEW TO THE SYSTEM, CLICK HERE"



The screenshot shows the website for the Arizona Pickleball Players League, specifically the East Valley Region. The header includes the logo for 'pickleballscores' and navigation links for 'APPL Website', 'Leagues', 'Archives', and 'Login'. The main banner features the 'TEAM APPL ARIZONA PICKLEBALL PLAYERS LEAGUE' logo and the text 'East Valley Region' over a desert landscape background. Below the banner is a navigation menu with links: Home, League, Forms, Locations, Gallery, News, Contact, Rules, FAQ, Info. A search bar contains the text 'EVRPR'. Below the search bar, there is a registration form with a text input field and a search icon. To the right of the form is a 'Membership Information' section with text explaining the registration process.

Fill in the Registration Form

A Registration Form will appear and all fields will be empty – even if you were already in the system. We are cleansing our records and want to get new and accurate information for all fields with a *.

1. Type in the first and last **name** that you want to appear on the roster.
2. Type in your **email** address.
 - a. NOTE, if your email is already in the system, a pop-up will show saying "that email already exists in our system, please search for yourself above, or enter a new email address". PLEASE go up and try entering variations of your name in the box again.
3. Type in your **phone** (best number to reach you if we have questions), **city**, and **zip** code.
4. Use the pull-down menu to select your team. You will see the Gender, Age, Flight and Team name. **Look carefully to make sure you are selecting the correct team.** There are dozens of people who pick the wrong team by selecting too quickly.

If you are a current player, enter your name or a part of your name to register:

[IF YOU ARE NEW TO THE SYSTEM, CLICK HERE TO FILL OUT THE FORM](#)

First Name * Last Name *

Email Address *

Phone *

City * Zip Code *

Team *

Birthday * Captain?

Co-Captain?

Did you previously fill out a Player Seeking a Team form? (yes or no) *

Rating Source * Rating *

\$20.00 - Team fee for player

Team fee for player:	\$20.00
Total Cost of this Registration:	\$20.00

[BY CHECKING THIS BOX, I ACKNOWLEDGE THAT I HAVE READ, UNDERSTAND and AGREE TO THE WAIVER](#)

Membership Information

To register on a team you must have been given the team code from your Captain. If you are a player who would like to be on a team do NOT fill out this form. Instead, fill out the Player Seeking a Team Form on the APPL home page.

NOTE: Rating Source legend: UTPR: USA Pickleball Rating, CRC: Certified Rating Clinician (IPTPA, IFP,..), Club: A formal Club rating process, Capt: A self rating reviewed and agreed upon by the team Captain or an APPL appealed and approved rating.

If you have two or more ratings, enter the highest rating you have achieved.

5. Enter your **birthday** so we can validate the age bracket criteria.
6. If you are a **Captain** or **Co-Captain**, click “yes” on the pulldown. Otherwise just leave it as is. If you accidentally click yes, then click again and go back and click the question.

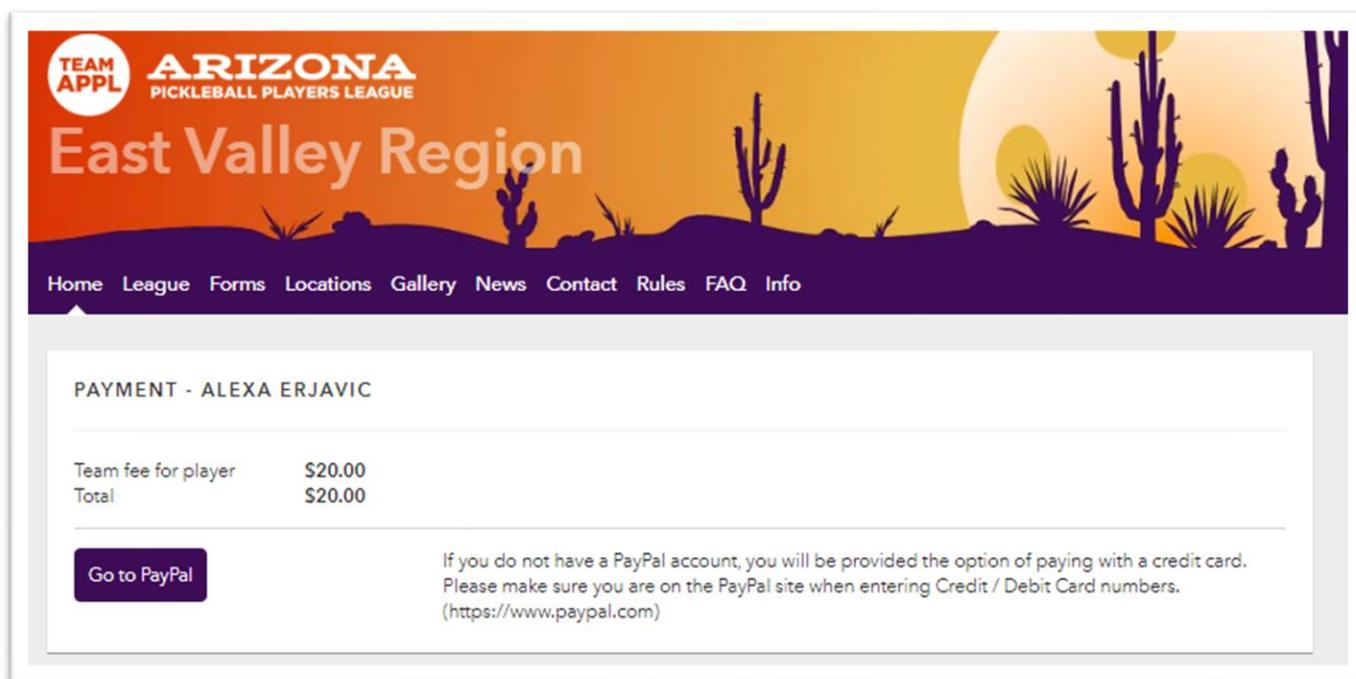
7. If you filled out a **Player Seeking a Team** form this year, please let us know so we can remove you from the PSaT list and also track our success with this program.
8. Enter your rating source and rating. There is a key on the upper right side of the form that describes the rating sources. For more information on player rating rules see the APPL League Rules under Get Started > Player Resources on the APPL home page.

Registration Fees

The registration fee is \$20 for each team you play on, and \$30 in Casa Grande which includes court fees. In all other regions, court fees vary by venue and will be collected by your Captain in December.

Read the waiver by clicking on the underlined text by the check mark. After you read it, click the box and click Register.

A page will show asking you to go to PayPal to process the payment. Click the purple box: Go to PayPal.



The screenshot shows the website header for the Arizona Pickleball Players League, East Valley Region. The header includes a navigation menu with links: Home, League, Forms, Locations, Gallery, News, Contact, Rules, FAQ, Info. Below the header is a payment confirmation page titled "PAYMENT - ALEXA ERJAVIC". The page displays a table with the following information:

Team fee for player	\$20.00
Total	\$20.00

Below the table is a purple button labeled "Go to PayPal". To the right of the button, there is a note: "If you do not have a PayPal account, you will be provided the option of paying with a credit card. Please make sure you are on the PayPal site when entering Credit / Debit Card numbers. (<https://www.paypal.com>)"

PayPal

You will pay your registration fees using the PayPal site, which does not require you to be a member of PayPal. If you already have a credit card on file with PayPal, select it and click Complete Purchase. Otherwise, enter your credit card information and then Complete Purchase.

You will see a PayPal confirmation on your screen with a credit card number and receipt number (both are blacked out in the example below). You will also get an email from service@paypal.com confirming

your payment. Note: there are some PayPal phishing scams so be careful opening any future emails that claim to be from PayPal. Google search "PayPal phishing" for more information.

Pickleballscores Confirmation

You will get a very short email from Pickleballscores with your region in the subject. The email will show your registration number and the team you registered for.

