



### Registering for the 2019 Affiliate Tournament Checklist

- Team Manager** will log into <http://register.txdi.org/>
- Team Manager** will click on the **TM** box at the top right side
- Team Manager** will click on the **team membership number** (750-)
- Team Manager** will **review** information and **list** any **scheduling conflicts** **prior to March 7, 2019.**
- Team Manager** will ensure the listed information is correct and there are no conflicts before your region advances you.
- Team Manager** will ensure they are the person responsible for payment and then proceed to **pay** using the Paypal link. Our office will not issue reimbursements or refunds. The payment link will appear only after the **Complete My Registration** button is selected. **Warning:** Once you select the Complete button, you will not be able to make any changes.
- Team Manager** will **select** the Print button and a second window will appear with the registration showing **PAID**. This will act as your **receipt**. You will need to bring the receipt to the tournament. It is on the Required Paperwork list.
- Team Manager** will need to **visit** <http://www.texasdi.org/about-texas-di/2019-affiliate-tournament> for a complete list of **Required Paperwork**. A checklist can be found there. You must bring these with you. Copies will not be provided to you on site.

**Office Number:** 903-408-4452 (Please, have your team number available when calling).

**Email your questions to:** [jarvisj@greenvilleisd.com](mailto:jarvisj@greenvilleisd.com). Be sure you supply your challenge, team number, and school name or team name.

We are here to help you and we look forward to working with you!