

2009 Membership Renewal Process

We have new features in our renewal process this and the following document will walk through the renewal process and attempt to highlight these. Red boxes will mark new areas of interest or changes we have made to our online renewal registration process. There are 3 easy links to get to your online application to renew your membership. (see below) **NOTE: you must have an active 2009 membership before you may sign up for your area rider programs.**

The screenshot displays the USEA Online Services Dashboard. At the top, the header reads "USEA Online Services Dashboard" with a horse logo. Below the header, there are navigation tabs for "User", "Meetings", and "Membership". Under the "Membership" tab, the "Join and Renew" link is highlighted with a red box. Below the navigation, a user profile bar shows "My Info" for user "testtwo testtwo" with email "test@useventing.com", phone "1234567890", and MBR # "127351". There are buttons for "Edit Profile", "Logout", and "0 Msg".

On the left side, a "Related Links" section contains three links: "Join and Renew", "Renew / Upgrade My Membership" (highlighted with a red box), and "Join My Area Rider Program".

The main content area is titled "USEA Roles & Privileges: Roles Available." and lists various services:

- Annual Convention Registration**
 - Annual Meeting Registration
 - Purchasing tickets for Area Reception or Year-End Awards Banquet only?
 - List Annual Meeting Registration
- Event Competition**
 - List Posted Events
 - Register New Event
- Join and Renew**
 - Renew / Upgrade My Membership (highlighted with a red box)
 - Join My Area Rider Program
- Manage My Horses**
 - Horse Registration
 - Search Registered Horses
 - List Registered Horses
- My Profile**
 - Pending Payment
 - Edit Profile
 - View Profile
- My Refunds**
 - Apply for Refund
 - My Refunds

Clicking on any of the above links in the red boxes will take you to our online application. (See picture below)

There are **differences** in this application that I will highlight.

1. Please notice the important message at the top of the application. If you want to pay with check then please use the FORM link in that message to get our printable application.
2. Your current status is displayed and highlighted.
3. To renew for 2009 competition year please select the second radial button.
4. Choose, from the drop down menu, your member type to renew.

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USEA Membership: Membership Renewal

IMPORTANT --The USEA only accepts payment by credit card for services purchased online. If you prefer to pay by check, please complete the appropriate [form](#) and mail with your check to the USEA office.

Memberships are valid for the period of **December 1st to November 30th**.
Subscribing members are active for **1 year** from the membership join/renew date.

Current Status: Full Member, Registration Good thru 2008-11-30

Renew/Join for current membership/competition year
(ending November 30th) 2008

Renew/Join for upcoming membership/competition year
(begins December 1) 2009

Membership Type: * \$

Are you a current member of? (Please select one)

Store your IDs for other Equestrian Organizations that will save your time. Please 'check' the boxes that apply.

Future improvements that the organizations that

Subscribing Member

Select One

Life Member

Full Member

Subscribing Member

Family Member

Non-Competing Member

Depending on the membership type you select you may get the amateur declaration section. The amateur declaration section of the application has changed so please read everything carefully.

1. The amateur section appears but it is much smaller. If you are an amateur click on the check box to the right will expand the amateur section for you to read. (see next picture of expanded section)

1

Current Status: Full Member, Registration Good thru 2008-11-30

Renew/Join for current membership/competition year
(ending November 30th) 2008

Renew/Join for upcoming membership/competition year
(begins December 1) 2009

Membership Type: * \$

Amateur Rider Declaration: I am declaring my Amateur Status Eligibility with the USEA

Are you a current member of? (Please enter all that apply)

2. You click on the check box declaring your eligibility for amateur status with USEA and the section expanded so you can read the legal notice.
3. Next you must sign the box with your full name to confirm your declarations.

2



Amateur Rider Declaration: I am declaring my Amateur Status Eligibility with the USEA

USEF rules for Eventing Appendix 3, Section 4.4:

AMATEUR RIDER (AR) - The following may participate in Eventing competitions as an Amateur. a. Any competitor in possession of a valid Amateur card issued by the USEF, or b. Any Senior USEA member who competes in the Training, Novice or Beginner Novice Level who meets the requirements of Federation GR1306. Individuals declaring such status must present, upon demand, an audited financial statement in support of the claim of eligibility; failure to do so will be deemed a violation. Misrepresentation of eligibility under this provision will subject an individual to disciplinary action under GR1307.6, GR1307.8, GR1308.3 and Chapter 6. Amateur certification under this provision is valid for Eventing competitions only and does not confer Amateur status for participation in any other Breed or Discipline.

USEA Amateur status eligibility applies to the Training, Novice and Beginner Novice Levels. (Preliminary level and above, the USEF will provide your amateur status to the USEA)

This document serves as the affidavit for Amateur Status Eligibility

By typing in my full name in the box below, I hereby declare that I am eligible for Amateur status under the conditions set forth in the above USEF rule.

Name (Type full name):

NOTE: A person's Amateur status must be declared for each competition season. To be eligible for the U.S. Eventing Association Year-End Awards, **this section must be completed and signed.**

3



The following is our organization section. We can assist you in keeping equestrian information in order to save our members time in future developments. The only change to this section is if we currently have your information we will display it for you in the Member ID field.

Are you a current member of? (Please enter all that apply)

Store your IDs for other Equestrian Organizations to take advantage of future improvements that will save your time. Please 'check' the boxes and fill-in your ID number for the organizations that apply.

Organization

Name	Member Id
<input type="checkbox"/> U.S. Dressage Federation	<input type="text"/>
<input type="checkbox"/> U.S. Pony Club (enter rating)	<input type="text"/>
<input type="checkbox"/> U.S. Equestrian Federation	<input type="text"/>
<input type="checkbox"/> USEA Affiliate	<input type="text"/>
<input type="checkbox"/> U.S. Hunter Jumper Assoc	<input type="text"/>

Our donation section succeeds the organization section and it has no additional changes to note, except, to restate the importance of support your our equestrian programs with your donations.

Please Support these USEA Programs

A suggested donation to USEA, Inc. has been added. Please uncheck the box to remove this donation, or change the amount if desired. To designate this donation to another, enter text in the corresponding name field (ie: In memory of., Anonymous, Bob and Sarah Smith, etc.) The USEA is a 501 (c) (3) educational organization and all donations are fully tax deductible. Donations made on this page are not considered restricted donations but USEA will make every attempt to honor your intent.

<input type="checkbox"/> USEA, Inc.	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> USEA Endowment Trust	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> American Eventing Championships	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> Course Advisors	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> Course Design Ed. (x-c and show jumping)	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> Equine Welfare	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> Eventing Hall of Fame	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> Future Event Horse Series	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> Gold Cup Series	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> Instructor's Certification Program	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> Officials Training and Continuing Ed.	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> Website Development	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>
<input type="checkbox"/> Young Event Horse Series	\$ <input type="text" value="0.0"/>	Name: <input type="text"/>

The Family portion of the application is next. This section has been streamlined but has no additional functionality at this time. You are able to attach and pay for family members as available from preceding years.

Family Member Add On:

I would like to add the following family member(s) to an existing Full or Life membership. Family Memberships are available to novice and training level riders only.

How many family members are joining? (Maximum 4 Members)

No Family Members have been added under you.

After you have added Family members to activate you can denote the publications you wish to receive in our publication section. No additional features in this release to notes so please use as you have in the past. However, you must check which publication you want or that you do not want publications. It is required before you can pay.

1. Also included in this screen shot is our armband section for ordering your needed armbands. The price of armbands has gone up to support postage and processing to \$6 per armband.

Publication Mailing Options:

Please check the appropriate boxes below to receive USEA publications at your preferred mailing address:

Do not send any USEA publications.

Send me USEA Omnibus.

Send me Rules for Eventing.

Send me Eventing USA magazines.

Additional Mailing Charges: USA \$ 0

Additional Options:

USEA Medical Card Armband:

* Holder only. Cards are available on website under Membership/Forms.

Armband Quantity: 1 \$ 6

Our news Section is **NEW** and we are proud to offer our members the ability to sign up for their area rider programs through our online services and printable application. The programs available to you will be determined by your current **zip code** and **date of birth**: be sure to update your profile page accurately and completely.

1. You can only pick one radial button from the list in the area membership section. If you do not want to join while in the application process we offer a link on your Dashboard homepage to go directly to the area rider program membership page. NOTE: you must have an active membership for 2009 to sign up for an area rider program through our online services and application process.
2. The rider program title shows the area, and is also a link to that area's rider program web page if one is available.
3. Followed by a small description of the program so please read the description carefully before processing your payment.

Area Membership:

Do not Join My Area Rider Program

[Area V, Young Rider Program](#) (Training level and below)

[Area V, Young Rider Program](#) (Preliminary and above)

And last is our payment section which is same as last year and should be easy to use for most online shoppers.

Payment Information:	
Total Amount:	\$ <input type="text" value="91.00"/> U.S. Dollars
<input checked="" type="radio"/> Please charge my card.	
Card Details:	
Card Type:	<input type="text" value="Select One"/> *
Card No:	<input type="text"/> *
CVV No.:	<input type="text"/> (see details below)
Print Name On Card:	<input type="text"/> *
Activation Date:	<input type="text" value="10/7/2008"/> *
Expiry Date:	Month <input type="text" value=""/> Year <input type="text" value=""/> *
<input type="button" value="Renew Membership"/>	

What is CVV?

CVV is an anti-fraud security feature to help verify that you are in possession of your credit card. For Visa/Mastercard, the three-digit CVV number is printed on the signature panel on the back of the card immediately after the card's account number. For American Express, the four-digit CVV number is printed on the front of the card above the card account number.

