

Instructions for Completing Online Rally Registration:



Print this sheet out before filling out the online registration forms so you can refer to it while doing so.

1. On the AVA Rally page select the proper form, either the USA for all Registrants residing in the U.S., or, the Non-USA Rally Registration Form for all others.
2. Begin under the Rider Information section by entering your name in the first field or text box. Then, press the tab button on your computer to advance to each of the next fields or text boxes on the form. Make sure you fill out all the required fields, or you won't be able to submit the form.
3. Do the same for the Co-Rider Information section. The first 3 fields are required to be filled out, even if there is no co-rider.
4. After the Rider and Co-Rider information fields are filled out, proceed to the Waiver of Liability Section. Read the Waiver of Liability carefully. After you have read and understand the waiver, select the appropriate button below the waiver. You must select a button in each section. Select a button as it pertains to you, the Rider or Co-Rider in each section. If no Co-Rider, select that button in the Co-Rider section. Anyone under the age of 18 years will be required to be accompanied by their Parent or Legal Guardian at the rally, and must select the appropriate buttons under the Rider and Co-Rider.
5. After the form is filled out, and you are sure the information is correct, click on the button at the bottom of the form. This will take you to the Rally Pre-Registration Options page where you will select the number of registrations, souvenir t-shirts, and Optional Rally Function registration.

In the red bordered "AVA Rally Registration Only" table:

6. In box "A": First select the number attending with accompanying cost, and then click on the "Add to Cart" button. This will take you to PayPal's *SECURE* website and your shopping cart. You must register for at least 1 and no more than 2 for AVA Rally Pre-registration. If you need more than 2 registrations, then please fill out another complete registration form and accompanying PayPal payment. After you select and are satisfied with the number of registrations, click on the "continue shopping" link, this will take you back to the Rally Pre-Registration Options page.
7. In box "B" and/or "C": If you desire to pre-order souvenir t-shirts (not included in Rally registration), select the size first in the "B" box (if applicable), then click on the "Add to Cart" button for this size. After you are taken again to your shopping cart with your Rally registration already added from step #6, check the number of shirts in that size ordered and modify if needed. Then click on "continue shopping" link to again return to the Rally Pre-Registration Options page. Repeat again for either box "B" or "C" if additional sizes or shirts needed. You can check what is in your cart at any time by clicking on any of the "View Cart" buttons on the page. Don't forget to click the "continue shopping" link to return to the rally options page at any time when at your shopping cart page.

In the yellow bordered "Optional Rally Function Registration Only" table:

8. **Box "D"**: This is for the "Optional Rally Function" registration only, which is *optional*. The Optional Rally Function costs are not included in the regular Rally registration and are an additional cost event for those desiring to attend. If you desire to attend this event (registration for this event must be purchased before rally pre-registration deadlines), first select the number attending with accompanying cost, then click on the "Add to Cart" button. After you are satisfied with all options and number of items ordered, click on the "proceed to checkout" link in your shopping cart.

Remember that the PayPal Confirmation of Payment E-mail from PayPal will be your only registration confirmation email notice.