

Lakeview Open and Challenge Tournaments  
Registering with RoomRoster

We are using a new system for registration and payment. Please follow these steps for registration purposes to ensure we get all of your information.

1. Click the Blue Register Button
2. Click the dropdown of the division you are signing up for. If you are signing up for Saturday and Sunday, you can sign up for both; Click Submit
3. At the dropdown of Add or Select Team, please put the last name/last name of your team (ie. Cooley/Yeager)
4. Place 2 (or 4 if quads) in Number of players
5. Fill in the fields of Full name for you and your partner
6. Contact information should be a phone number that you can be reached at if we have questions or concerns
7. Accommodations is for those that plan on getting a hotel to stay overnight (this is something new! Check it out if it's an option!)
8. Select Payment Option.
  - a. Please note:
    - i. Pay By Check: Mail \$60 to the address listed made out to LakeviewVB
    - ii. Pay By Credit Card: It's an extra \$2.00 because of the credit card processing fee
    - iii. Pay Later: There is still the Day of Late Fee (\$70 instead of \$60). This is something that we can't edit on the site to reflect.
    - iv. If you are choosing to pay at leagues or in person select check or pay later to continue with the registration
9. Once you have submitted registration. It is not going to take you to your Team Dashboard. Please click "Build Team" to give the necessary information for you and your teammate.
  - a. You will need to add yourself as a player please
  - b. If you have any changes in partners, you can change it here leading to the tournament.
10. You can return back to this team dashboard to make a payment if you decide to change your mind as well as see who else is playing and book a hotel room if you decided later.