



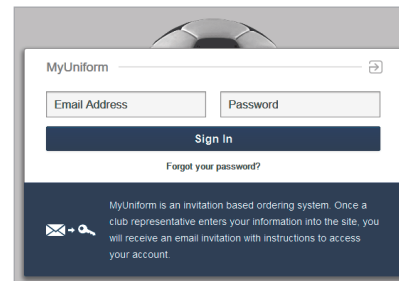
# Player Ordering Procedures Manual

## Player Management

As a Player, your soccer club will enter you into the MyUniform system. When you receive your invitation, you will need to sign in and place your order before the deadline listed on your invitation.

## Sign In

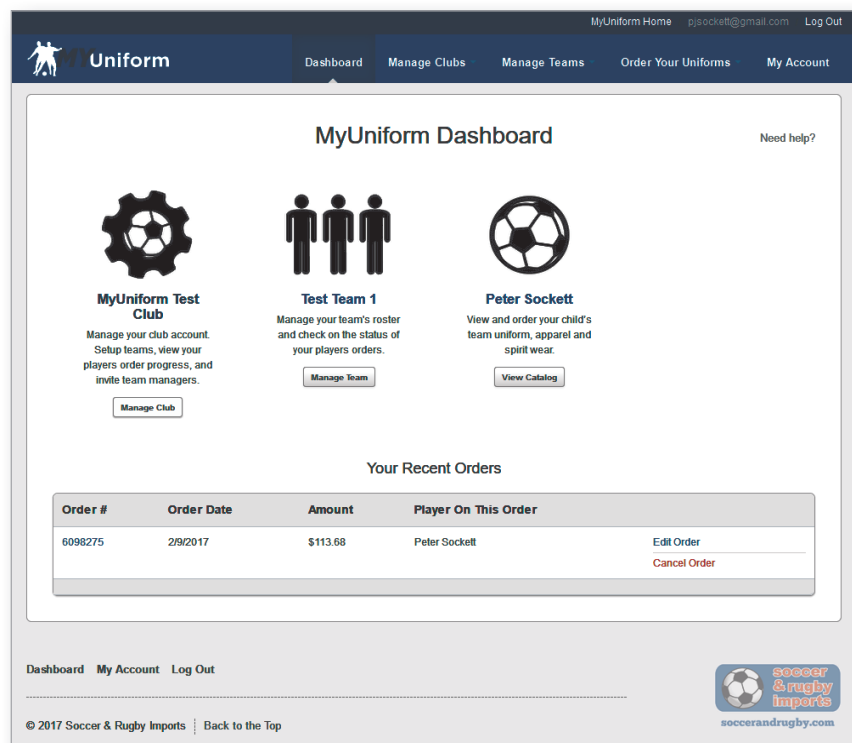
To begin, visit [myuniform.soccerandrugby.com](http://myuniform.soccerandrugby.com) and sign in to your MyUniform account.




You will need to set your password through your invitation email before you sign in for the first time. Once you Sign In you will see your MyUniform user dashboard.

## Dashboard

The main dashboard screen will change based on what has been assigned to your account. Your Dashboard will contain links to manage your Club, Teams, and player orders. If you are the parent of a player in your club or if you assign yourself as a Team Manager you will see multiple icons displayed on your dashboard as seen below. You will also see your recent orders, where you will be able to edit or cancel your orders prior to your team's deadline.




MyUniform Dashboard Need help?




**MyUniform Test Club**  
Manage your club account. Setup teams, view your players order progress, and invite team managers.

[Manage Club](#)



**Test Team 1**  
Manage your team's roster and check on the status of your players orders.

[Manage Team](#)




**Peter Sockett**  
View and order your child's team uniform, apparel and spirit wear.

[View Catalog](#)

**Your Recent Orders**

Order #	Order Date	Amount	Player On This Order	
6098275	2/9/2017	\$113.68	Peter Sockett	<a href="#">Edit Order</a> <a href="#">Cancel Order</a>

Dashboard [My Account](#) [Log Out](#)

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## Player Orders

To begin your player's order click on the View Catalog button below the players name. The catalog for that player will be displayed. Called out below, there are several important things to note when you open your catalog for the first time.

**Peter Sockett**  
View and order your child's team uniform, apparel, spirit wear.

[View Catalog](#)

**Peter's Uniform Catalog**  
Club: MyUniform Test Club  
Team: Test Team 1  
Number: 72

**Deadline Date**  
Orders are due on or before 2/28/2017

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**Player, Club & Team Information**

1 REQUIRED

ADIDAS REGISTA 16 JERSEY ROYAL

Select Size Qty

Add

1 REQUIRED

ADIDAS REGISTA 16 JERSEY WHITE

Select Size Qty

Add

1 REQUIRED

ADIDAS REGISTA 16 SHORT BLACK

Select Size Qty

Add

**Your Cart**

Peter Sockett #72

ADIDAS REGISTA 16 JERSEY ROYAL (Youth Large)	Qty: 1 \$30.50
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You have not ordered all of the items required by MyUniform Test Club, please double check your order. If you already own the required items that are not on your order, you may proceed.

Sub Total \$30.50

Clear Cart View Cart

Checkout Now

**Cart Preview**

1 REQUIRED

ADIDAS COPA ZONE CUSHION II ROYAL SOCK

Select Size Qty

Add

1 REQUIRED

ADIDAS CONDIVO 16 JACKET ROYAL

Personalize & Order

Add

**Items with optional personalization**

**Add All To Cart**

## Adding Items to your Cart

Begin adding items to your cart by selecting a size from the drop down menu. Enter in the quantity you would like to order and click the Add button. You can click on the image or title of an item for additional details. Repeat the process for all of your club's required items. The items are not required to place your order, but the club does require that you own those pieces in the minimum quantity shown. If you would prefer, you may select sizes and enter the quantity for each item and use the "Add All To Cart" button rather than adding each item individually.

1 REQUIRED

ADIDAS REGISTA 16 JERSEY ROYAL

Select Size Qty

Select Size

Adult Small \$30.50

Adult Medium \$30.50

Adult Large \$30.50

1 REQUIRED

ADIDAS REGISTA 16 JERSEY ROYAL

Adult Small \$30.50 Qty: 1

Add

## Personalization

Some items will have optional personalization. To order these items, you will need to click the Personalize & Order button located below the item. The item detail view will open and display the personalization options available. Select your size and quantity and select the option(s) that you would like to add. If a personalized name or number are allowed, a box to enter your name and or number will also be shown, otherwise the Last Name and Number from the player's roster will be used.



**Peter's Uniform Catalog**  
Club: MyUniform Test Club  
Team: Test Team 1

**ADIDAS CONDIVO 16 JACKET ROYAL**

Ventilated climacool® keeps you cool and dry  
Zip pockets; Full zip with stand-up collar;  
Ribbed collar and cuffs; Binding detail on pre-shaped elbows; Binding detail on back

Select Size  Qty

Include Player Number \$3.00 adtl.

[Return to catalog](#) [Add To Cart](#)

Orders are due on or before  
2/28/2017

**Item Description**

**Select options for additional name or number**

**Featured printing details**

- Club Logo Embroidered

**Your Cart**

Peter Sockett #72

ADIDAS REGISTA 16 JERSEY ROYAL (Youth Large)	Qty: 1	\$30.50
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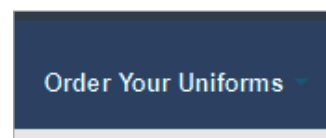
You have not ordered all of the items required by MyUniform Test Club, please double check your order. If you already own the required items that are not on your order, you may proceed.

**Sub Total \$30.50**  
[Clear Cart](#) [View Cart](#)

[Checkout Now](#)

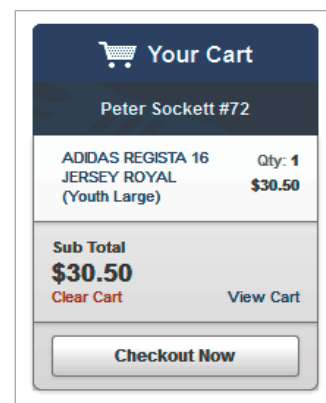
## Additional Players

If you have multiple players for the same club, you can add them to one order. You can add orders for additional players by returning to your Dashboard or using the Order Your Uniforms button at the top of the page and selecting a player.



## Cart Preview

A preview of your shopping cart will display to the right side of your catalog. If you have added multiple players to your order your cart will be separated by player. If you need to remove or change an item or you are done adding items, click on View Cart to see your full cart for your order.




## Shopping Cart

From your Shopping Cart, you can update Quantities and Remove items. You are unable to change sizes from your cart due to price changes. If you need to update sizes, you will need to remove items and then return to your catalog to add in the correct sizes. Once you have reviewed your cart and made any necessary changes, click on the Next Step button.

### Shopping Cart

Balance is currently non-zero. Please click the "Next" button below to continue with payment processing.

Product Name	Style #	Size	Qty	Price	Ext. Price									
<small>Group: Test Group 1 Team: Test Team 1 Player: Peter Sockett #72</small>														
 ADIDAS REGISTA 16 JERSEY ROYAL Number: 72	AP1864	Youth Large	<input type="text" value="1"/>	\$30.50	\$30.50	REMOVE Edit								
<a href="#">Update Quantities</a>														
						<table> <tr><td>Sub Total:</td><td>\$30.50</td></tr> <tr><td>Tax Total:</td><td>\$0.00</td></tr> <tr><td>Shipping:</td><td>\$0.00</td></tr> <tr><td><b>Total:</b></td><td><b>\$30.50</b></td></tr> </table>	Sub Total:	\$30.50	Tax Total:	\$0.00	Shipping:	\$0.00	<b>Total:</b>	<b>\$30.50</b>
Sub Total:	\$30.50													
Tax Total:	\$0.00													
Shipping:	\$0.00													
<b>Total:</b>	<b>\$30.50</b>													
<a href="#">Back</a>						<a href="#">Next Step</a>								

## Checkout - Step One

In the Checkout window, enter your billing information in the columns on the left. Note the Shipping information on your order. If you are ordering before your Team's deadline, the shipping will be pre-determined. If you are ordering after your Team's deadline, based on your Club's location, you will have varying options of pickup locations and UPS/USPS. When you have entered all of your information, click Continue.

### Checkout

#### Billing Information

First Name

Last Name

Address

City

State

Zip

Contact Phone


E-mail Address

#### Shipping Information

Your order will be delivered to your soccer club. Your team manager will contact you once it is available for pick-up.

**MyUniform Test Club**  
15 Ethan Allen Highway  
Ridgefield, CT 06877

[Continue](#)

 **Your Cart**

Peter Sockett #72

ADIDAS REGISTA 16 JERSEY ROYAL (Youth Large)	Qty: 1 <b>\$30.50</b>
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You have not ordered all of the items required by MyUniform Test Club, please double check your order. If you already own the required items that are not on your order, you may proceed.

**Sub Total**  
**\$30.50**

[Clear Cart](#) [View Cart](#)

## Checkout - Step Two

Review your order for accuracy in the items ordered and Billing/Shipping information. If Applied Gift Cards brought your total to zero, you can click submit Order. If your order shows a balance you will need to enter your Credit Card Information and then click Submit Order. You will see an order confirmation and your order number. You will also receive a confirmation of your order through email.


### Checkout - Review & Submit Your Order




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**Bill To:**  
**Peter Sockett**  
 2075 S 170th Street  
 New Berlin, WI 53151  
 (262) 432-0440  
 pjsockett@gmail.com

**Ship To:**  
**MyUniform Test Club**  
 15 Ethan Allen Highway  
 Ridgefield, CT 06877

Your order will be delivered to your soccer club. Your team manager will contact you once it is available for pick-up.

Product Name	Size	Qty	Price	Ext. Price
<b>Peter Sockett #72</b>				
 ADIDAS REGISTA 16 JERSEY ROYAL Number: 72	Youth Large	1	\$30.50	\$30.50

**Credit Card Information** 




Credit Card Type:

Card Number:

Expiration Date:

CVV:

**Sub Total:** \$30.50  
**Tax Total:** \$1.94  
**Shipping:** \$0.00  
**Total:** **\$32.44**

I have read and agree with the terms and conditions of this site.

Place Order

## Recent Orders

When you return to your MyUniform Dashboard page, your order will be displayed under Your Recent Orders. Orders can be Edited or Cancelled up to your Team's deadline date.

Your Recent Orders			
Order #	Order Date	Amount	Player On This Order
6098275	2/9/2017	\$113.68	Peter Sockett
			<a href="#">Edit Order</a> <a href="#">Cancel Order</a>