

Once your League Secretary has submitted their Sanction Form and their Bowler Registrations to the LCTA Association Manager (this should be done with the first 2-3 weeks of the season), then CTF will process that league. Registered bowlers will receive an email directly from CTF <u>noreply@tenpincanada.com</u> (every bowler must have their own personal address). This email explains how to access your personal portal on CTF's website, so that you can access, or download your registration card. By the way, once signed on to your portal, you can see other things, such as your profile, your average verification, awards received, and more.

Here are the step-by-step instructions.

Go to <u>www.tenpincanada.com</u>, click on "Bowlers", then "Member Login". Then select your Province, and then your Local Association. You will then reach a screen which directs you to either "Register" or "Login". If you are already registered online (this only has to be done once in your lifetime), then you click on "Login" and are taken to the Login screen. If you are not yet registered, then click on "Register" and go through the registration process. Or, if you are already registered, you can avoid most of the above, by going directly to the Member Login screen using this link:

https://membership.tenpincanada.com/ctf/homelogin.do

Once there, you will be given a list of options, one of them is to Download your Registration card. If you click on that, you will be shown a PDF file of your CTF Registration Card. Once it is on the screen, you can save it to your computer/phone, or print it out, or do nothing with it. That's all there is to it!

If you should need more help, you can send an email to mycard@tenpinbowling.com.