

APPENDIX A

Instructions For Those Entering RMVR Drivers' School Online

RMVR uses MotorsportsReg (MSR) for online registration for all our events. We strongly urge you to set up an MSR account (i.e. a Profile) if you don't already have one. HPR (for track days), SCCA, BMW & PCA all use MSR to enter their events. **So you may already have an MSR profile. If you've joined RMVR, a profile will have been created for you.** Having/confirming you have an MSR profile allows you to sign up for the School and to easily enter any future RMVR events.

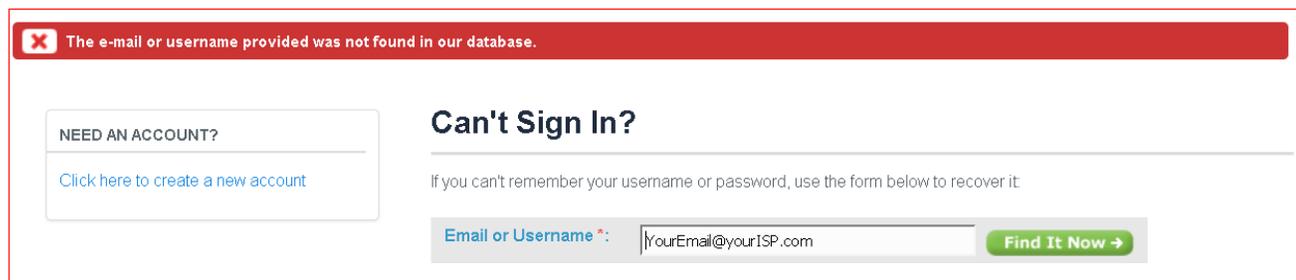
If you know you already have an MSR account:

Simply [login to MSR](#) as you always do using your username/PW. Be sure you've added Rocky Mountain Vintage Racing as one of your *Club Memberships* (*see details on this below) so you can see our entire calendar of events. You should then be able to see and register for any of our events, including the Drivers' School (either Competition or Precision).

If you don't have, or are not sure you have, or have forgotten your MSR Account login:

Go to: <https://www.motorsportreg.com/index.cfm/event/login.lostaccount>. Use your email address as your Username, then click on green "Find It Now" button.

- If you already have an account, you'll be asked to reset your password. Write it down for future use.
- If you don't have an account, you'll see the red warning (see below) which means you must then use the "Click here to create a new account" link. Again use your email address as your Username and choose a Password of your choice.



The screenshot shows a red error bar at the top with a white 'X' icon and the text: "The e-mail or username provided was not found in our database." Below this, on the left, is a box titled "NEED AN ACCOUNT?" with a link "Click here to create a new account". On the right, under the heading "Can't Sign In?", there is a sub-heading "If you can't remember your username or password, use the form below to recover it:" followed by a form with a label "Email or Username *:" and a text input field containing "YourEmail@yourISP.com". A green button labeled "Find It Now" with a right-pointing arrow is positioned to the right of the input field.

Now that you have an MSR account, and armed with your username and password you'll then be able to **Sign In** at www.motorsportreg.com. and Enter the School using the Online Registration. Please be sure to complete all the info in your profile such as address, phone number, etc.

*** Adding RMVR to your MSR profile:** This is a one-time thing. After signing in, use the "My Accounts" tab, then hit the "Edit Profile" button. If "Rocky Mountain Vintage Racing" isn't shown as one of your *Club Memberships*, you must use "Add Clubs to Account" to find and then add RMVR to your profile. After doing this, you'll be able to see all RMVR events, including the Drivers' School, and be able to enter RMVR events. **A Helpful Hint:** Don't be confused. "Club Memberships" as noted above, is a term used by MSR meaning your profile is configured to monitor RMVR events when you visit your MSR account. **It does not imply** that you've actually paid RMVR dues. That's a separate matter. However, when you register for one of our events, if your dues are not yet paid or current, the registration process will require that RMVR dues (\$75) be added to your event registration process.