

## Aotearoa Maori Tennis Championships Guideline for Online Entry

1. Go to Aotearoa Maori Tennis Association Website – [www.amta.co.nz](http://www.amta.co.nz)
2. See Tournament on top menu bar – *click* – **Click on Tournament**
3. You will now come to the tournament page
  - *click* - **on red panel for ELIGIBILITY** *this is a new condition of AMTA*
  - *click* – **on red panel for Entry Instructions** (please read)
  - *click* – **on red panel for Online Entries**
4. **Online entry with an account**

You now have two options;

- If you have previously used ‘Online Entry’ - type your login name and password and – *click* – **Login** (you will know how to proceed from here)

**OR**

- If you are a **new** Online Entry user – under “New at Tennis New Zealand’ – *click* - **Sign up**
- Now on the Sign up page fill in all the boxes and click - **Sign up**
  - (you will receive an email of confirmation – follow the instructions)
- Now on the Login page
  - Enter your Login Name
  - Enter your Password and *click* **Login**
- Next page – *click* – **Tournament with online entry**
- Next page – in list of Tournaments, find 2015 Aotearoa Maori Tennis Championships and *click* on it
- Next page – *click* – **Here to enter online**
- Next page – *click* – **Online Entry With Your Current Account (see your name)**
- Next page asks for Member ID required – *click* – here for your profile page
  
- If you are not sure of your **Member ID** – *go to* - [www.tennis.org.nz](http://www.tennis.org.nz) Configure Rankings, type in name and gender, singles/doubles, your name and CODE (which is your Member ID will appear) eg. Harry Tawhai AKKOHT
- Next page, Profile – Fill in details if any missing for - Personal; Address; Contact; Sport; (**if you do not have an Member ID put NZXX and your initials**)  
PLEASE ADD YOUR IWI IN THE NOTES PANEL
- Next page – Regulations – Read these and ✓ I agree and – *click* – **Next**
- Follow through page by page by – *clicking* – **Next**, adding information where necessary
- At number 5 if you are satisfied with all details – *click* - **Submit**