



# Online Team Registration for Regular League – SPRING 2017 January 20 – January 29

To register a team online, you must have an email address and password registered in TopDog. Please contact a coordinator if you have forgotten your password or need to create a new login. Then, do the following:

1. Go to the SATA website at [www.sactennis.org](http://www.sactennis.org)
2. Click on **TopDog Tennis**.
3. Click on **Login** in the top right corner and enter the necessary information which takes you to your player profile page.
4. Click **Home** (left top corner area). You are now on the Home Page showing all leagues and seasons.
5. Click on **Divisions**. (top left area of screen)
6. Click on your desired league.
7. Click on tab that says **New Team**.
8. Enter the captain's last name and select the name from the generated list.
9. Enter the co-captain's last name and select it from the generated list. If there is no co-captain, enter the captain's name again under co-captain or click on **Proceed to next step**.
10. Enter the home facility where home matches should be played (**not** Sacramento Area Tennis Association). Select the home club from the generated list.
11. Enter a team name if desired and click on "**I Confirm**". It is important that the club name and play level be part of the team name: Rollingwood W3.5, Rio's Rockets 9.5, etc.

You should now be able to see your team listed and you can exit out of TopDog. You will also receive a confirmation email.

Shortly after registration closes and leagues are scheduled, the coordinators will add captains to the team roster at no charge for Regular Leagues only.

**Note:** The deadline to register a team is also the deadline to remove a team, so be sure to notify a coordinator by January 29 if you need to remove your team.