

# XTRM INSTRUCTIONS

## Signing Up as an XTRM User

- 1) Go to a Utah WinterCross / XTRM page (or click here >) [Race Sign-Up page](#) [Number and Membership Payment page](#)
- 2) If you are already an XTRM member, then login. If not, then click on the word 'FREE' next to the sign in area so that you may set up your new, free XTRM account.
- 3) Now enter your personal information (on the Participant page).
- 4) You will then be taken to the Participant screen to verify your e-mail. Click on 'Verify Email' to start the process. *(if you do not receive an e-mail, check your junk mail box in case it ended up there. If not, go to the login area again and try to login. It will then prompt you for a different e-mail address. Repeat the process with the new e-mail address, if possible)*
- 5) Once you've received the confirmation e-mail, click on the 'Validate' button to reply back to XTRM. Read and click to accept the terms, on the next page click 'Continue to XTRM'.
- 6) Under 'Profile' in the left-hand column, click on 'Edit Personal Profile' Select your participant type and add your personal info, including email, telephone number and address. Now click 'Update & continue to competition profile' at the bottom of the page.
- 7) On this page, enter your 'Competition Number' (your Bike Number, which was reserved for you by us). Also enter your alternate Number (if you have a second bike with a different number that was reserved). Enter your 'Equipment' (one or more bikes). There is no need to enter your VIN number or transponder number.  
**After entering each bike, make sure to click on 'Add', or it will be erased.**
- 8) Under the transponder area, you will see a 'Sponsor' tab. Click on 'Add Sponsor' to add any Sponsors that you may have, even if they are not already in the system.  
**This will forward your Sponsor's info on to Utah WinterCross, so that they may be announced during your Race.**
- 9) Next click on the tab 'My Promoter Memberships' then click on 'Add Promoter'. Type "Utah" in the 'Search all promoters' field and click 'Go', 'Utah Winter Cross' will now be listed below. Check the box '' next to 'UTAH WINTERCROSS' then click on 'Insert selected', then click 'Done'.
- 10) Enter your Utah Winter Cross Membership Number in the field (your reserved membership number that we sent to you by e-mail earlier). Then click 'Done'

You have now completed your full profile. You are now able to complete your Payment of your **Bike Number Reservation & Utah WinterCross Membership**. You are also able to Register Online for our **Utah WinterCross Race Series**, and Register for any other Races which may be listed on this site.

If you would like to sign up a **Team** or **Family Members** all at the same time, (after setting up each member's account separately), login to your own account and choose the 'My Network' tab at the top of the page. Scroll down and click on 'Add to Friends or Family List'. Then click 'Search by Name' and enter the name you want to add to your group. On the next page click the box next to their name, then click 'Link to Account'. Do this for as many people as you would like.

# Registering for Races on XTRM & Making Payment for Number and Membership

- 1) Login to your account and Click on 'My Events' in the upper left tab area. Under 'General' Click on 'Search Events', type "*Utah*" in the search box, click 'GO', you will see one or more Utah WinterCross events. Look for the correct event :
  - 'Utah WinterCross -Number Reservation and Payment only'
  - 'Utah WinterCross -Utah WinterCross Indoor Arenacross Race Series!'

Then click 'Register Now' on the right.

- 2) Scroll down to 'Step 2- Click add to select your classes', and find the item you want to Register for.
  - If you're making your Payment for your Number and Membership, then click on the red 'Add >' button next to 'PAYMENT for Number and Membership'.
  - If you're Registering for a Race, then click on the red 'Add >' button next to each class you wish to sign up for. If you have more than one bike number, make sure that your number is correct for that class.

Now, under the area 'Step 3' read the Waivers by clicking on the underlined title, then check the box on each Waiver and type "*I agree*" in the entry box.

- 3) Now you are at the 'Summary' page where you will see your Total fees. Click 'Complete Registration and Checkout'.

4) At this point, you will have to enter your Credit Card information unless you have already done so earlier. XTRM accepts Visa, MasterCard, and your XTRM Cash Card as forms of payment. XTRM uses the very safe, **VeriSign™** Company to process all of their Credit Card transactions. When ready, Click 'PAY'

You should now see a message that says 'You Have Successfully Registered'.

If you haven't already done so, you can now go back into 'My events', and using the same process, **you can now register for the Utah WinterCross Race Series online.** Our first Moto 'Gate Pick' on Friday & Saturday, will be decided by the rider reaching into a bag and drawing their "Close Pin" which has their gate pick number on it.

**If you want to be notified when we open up Registration for the next round of Races,** then click on the upper left-hand tab called 'My XTRM'. In the left-hand column, second from the bottom, click on 'Set alerts'. Now you can search for the word 'Utah' to bring up 'UTAH WINTERCROSS', to the right of our name you will see a word that says 'In-Active'. Click on it to make it read 'Active'. Now, you will be notified of all Utah WinterCross events the moment Online Registration opens.

**If you have problems Registering or Signing up as a New User,**

**Please contact XTRM at:**

**1-866-367-9289**

**E-Mail: [support@XTRM.com](mailto:support@XTRM.com)**

**If you are unable to reach XTRM, please contact Utah WinterCross at:**

**1-877-296-MOTO (6686)**

**E-Mail: [iRace@UtahWinterCross.com](mailto:iRace@UtahWinterCross.com)**

**Thank you for Registering with Utah WinterCross and Good Luck this Race Season!**