



### **How to sign up and book your Saints sessions & Memberships for Shape Up With The Saints**

1. Sign up to **TeamUp** via <https://goteamup.com/p/3932301-northampton-saints/>
2. To sign up you will be required to submit your email address and create a password.
3. Read and agree to the **TeamUp** Privacy Policy and Terms of Service and **click continue**.
4. You will then see a Northampton Saints Welcome page. Here you can choose if you are either signing yourself up or signing up a Child or dependant. If you are signing yourself up as a member **Click No**. If you are joining yourself and then adding a child then still **Click No**, you will be able to add a child later. If you are just signing up a Junior member then **click yes**.
5. Complete the registration details required and select your marketing preferences.
6. Agree to Northampton Saints Privacy Policy and **click Sign Up**
7. You will arrive on your schedules page. From here you will be able to access your Home Page, Your Account, Any Memberships that are available to you, plus forms and Waivers as well as adding a child if required. You will also see a request to confirm your email address.
8. Go to your email Inbox and confirm your email by clicking on the requested link from **TeamUP**.
9. After confirming your email address, you can **click on the more details** tab on your Home page to clear the request.
10. **Click on Forms & Waivers**. Here you will see a requirement to complete your contact form and emergency contacts. **Click Start**.
11. Update any of the required contact details for yourself and **Click Submit** to take you to your emergency contact details.
12. Add your emergency contacts details including name, contact number and relationship and **click Submit**. You will now see a notification saying complete.
13. You are now able to book a session or purchase your membership.
14. **Click on Schedule** and you will be able to see a list of sessions available to you. You can choose to view in list format, weekly or for the month. You are only able to book sessions 14 days in advance.
15. Select your session and you will then see a yellow box saying register for single class. **Click** to book your space.
16. You will then be asked to agree to the informed consent Waiver. **Read and accept the terms of the informed consent and click submit**.
17. You will then be asked to **complete your ParQ form. Answer all questions requested and Click submit**.
18. You can then confirm your booking.

If you have any questions or concerns regarding registration or signing up to a session, please do not hesitate to contact Jamie Higgins [JamieHiggins@NorthamptonSaints.co.uk](mailto:JamieHiggins@NorthamptonSaints.co.uk)