

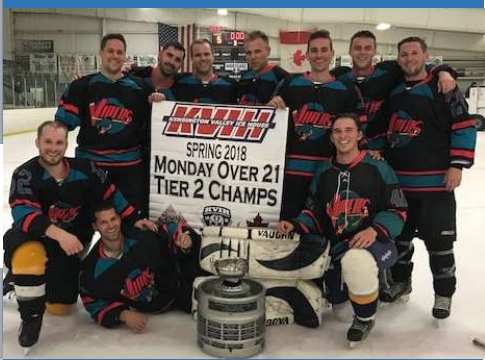


SUMMER 2021

Adult Men's Hockey Leagues

**Over 18 Rec
(Monday Nights)**

**Over 30 Rec
(Wednesday Nights)**



Adult Hockey Program

Our mission is to promote the growth and continuation of the sport of hockey for adults in our area. It is our goal to provide the best possible experience for all participants with fair, safe, and competitive league play.

LEAGUE FEATURES:

- Multiple Divisions and Tiers
- 6 Game Season
- Non-Checking
- Full Time League Director
- Professional, Certified Officials
- USA Hockey Sanctioned
- Online Registration, League Standings/Schedule and Team Captain team management tool
- Top Shelf Pub – Onsite Pub
- Locker room delivery of your favorite ice cold beverage, post-game.

INDIVIDUAL PLAYERS:

Individual players looking to play on a team will be placed on our "Free Agent Waiting List". This list is provided to Team Managers seeking additional players. Go online to **kvicehouse.maxgalaxy.net**. Create an account if you do not already have one and select the "Individual Free Agent Registration" You will be contacted with any placement opportunities.

KENSINGTON VALLEY ICE HOUSE

10540 Citation Drive
Brighton, MI 48116

**League Director: Amy
Finkbeiner**

PHONE: (810) 499-4756

afinkbeiner@kvicehouse.com

IMPORTANT DATES

REGISTRATION DEADLINE

Friday July 2nd



Leagues start week of

July 12th and end

Week of August 16th

Cost for Season:

\$950 per Team

**Due in full by Friday July
9th no exceptions.**

Online registration

Detailed instructions attached

REGISTRATIONS TAKEN

ONLINE ONLY!

Register at KVICEHOUSE.MAXGALAXY.NET

Summer 2021 KVIH ADULT HOCKEY LEAGUE

ONLINE REGISTRATION SYSTEM MANDATORY

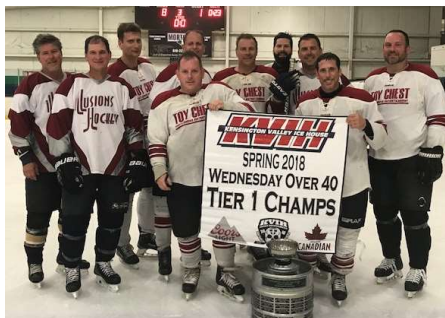
Team Managers must first register their team online (Direction sheet attached). Then players will go on and register to join your team (Direction Sheet attached).

LEAGUE FEES

Managers can choose to pay team fee in full, or instruct their players to make payments toward the team balance when they register. Minimum Payment of \$75 required to register team.

Either way FULL LEAGUE FEES MUST BE COLLECTED BY JULY 10th deadline in order to have your team scheduled in the league. This is a short league so no time to mess around getting payments in, make sure all of your players are instructed to make payment for their full player fee when they register.

If your players can not pay online, have them complete their registration and then call the KVIH office at 810-494-5555 to make a payment over the phone or bring CASH or Check to the KVIH Office before July 10th.



TO BE ELIGIBLE TO PLAY

ALL PLAYERS MUST

- ✓ Register as a member with USA Hockey for the current season.
- ✓ Register on KVIH new online system at kvicehouse.maxgalaxy.net
- ✓ Make league fee payment
- ✓ Have a valid Helmet Sticker
- ✓ Be age eligible for your Division

All players including Subs and Goalies must complete the above registration requirements prior to stepping on the ice NO EXCEPTIONS. Any illegal players will result in a suspension of the Team Manager.



USA HOCKEY MEMBERSHIP

All KVIH Adult Leagues will be USA Hockey sanctioned for the 2020/2021 or 2021/2022 (new registrations completed after April 1st) season. Each participant including subs and goalies must be a USA hockey registered member to participate in any KVIH game. Fee is \$45.00 and must be paid with a Credit/Debit Card.

Benefits of Membership: Online registration, National Governing Body, Uniform Playing Rules, Adult Recreational Tournaments, National Championships, USA Hockey magazine, and General Liability, Sports Accident and Catastrophic Medical Insurance Coverage.

USA Hockey Online Registration is Easy!

Step One: Players register online at www.usahockeyregistration.com

Step Two: save and write down your 9 digit and 4 letter registration code from USA hockey, you will need it to complete your player registration with KVIH.

Kensington Valley Ice House

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Phone: 810-494-5555

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TEAM REGISTRATION PROCESS FOR TEAM CAPTAINS

INSTRUCTIONS FOR TEAM CAPTAIN'S TO REGISTER THEIR TEAM

STEP 1: CREATE YOUR ACCOUNT

- New users to our online registration site will need to “**create an account**” on our new online registration site at kvicehouse.maxgalaxy.net, or by going on www.kvicehouse.com and clicking on “**Register for a League**”. Once you have created an account you may go on and register your team for the league.
- If you already have created an account on our new online registration site, you may sign in and register your team.

STEP 2: REGISTER YOUR TEAM

When registering a team for a league:

1. Click on “**Adult & Youth League Registration**” at the top.
2. Click on “**Adult Leagues**” on the left side of the page.
3. Click on the green “**Register**” button next to the League you want to register a team for
4. Click “**Register a Team**”
5. Enter your team name and hit submit.
6. Accept the Manager Waiver
7. Under Payment options, select the amount you want to pay now (minimum payment of \$75 required to complete registration) by clicking pay other amount (keep in mind your payment and the payments your players make when they register online for your team must equal a minimum \$950 by July 10th). You can go on and make payments later. Make sure to instruct your players the amount each of them should pay when they register online. Hit “**Add to Cart**”
8. You will be prompted to “**Check out**” – message will say order complete.
9. You will receive an email confirming your registration and a payment receipt.
10. You will be able to log into your account and manage your team using the “**Captains Page**” tool found in the menu at the top of site, kvicehouse.maxgalaxy.net.
11. Your team confirmation email will give you a “**Reg Code**”, keep this code, your players will need it to complete their registration. If you need to look up your **Reg Code** you can go on “**Account History**” or by checking your **payment receipt attachment in the email you receive**.
12. **IMPORTANT!** You must now go on and also register as a player on your team by logging into your account a select “**Join a Team**”, you will need your “**Reg Code**”

STEP 3: COMMUNICATE WITH YOUR PLAYERS

Email your players - send them the instruction page (Labeled player registration process for Players to add to a registered team) it is the last page of this document.

They will need to know: the amount of the payment they need to make when they register and your Team Code. Make sure they know all league payments must be made before July 10th Instruct them to go online, create their account and Join your team. Detailed instructions for the player registration process are listed in the next section. Make sure to provide your team “**Reg Code**” and let them know the payment amount you wish them to make. **All players including subs must pre-register on the online registration site prior to arriving at the rink to be given a helmet sticker.** See detailed “Player Registration Process” instructions for more help.



PLAYER REGISTRATION PROCESS

PLAYERS ADDING TO AN ALREADY REGISTERED TEAM!

INSTRUCTIONS FOR PLAYERS TO REGISTER FOR A TEAM

STEP 1: USA HOCKEY REGISTRATION

- You will need to have your USA Hockey Registration Number to complete your registration. USA registrations expire August 31st, so if you were a member in the fall your number is still valid (note that the 4th digit of your confirmation number must be a 1 or 2 denoting the year it expires). Visit www.usahockeyregistration.com to renew your registration, write the 9 digit and 5 letter confirmation number down so you can enter it when prompted during the player registration process below.

STEP 2: CREATE YOUR INDIVIDUAL ACCOUNT

- If you already have created an account this fall at our rink on our new online registration site, you may sign in and add to your team. Do not create a new account. If you forgot your password you can request to have it reset.
- **New users** to our online registration site will need to “**create an account**” on our new online registration site at kvicehouse.maxgalaxy.net, or by going on www.kvicehouse.com and clicking on “**Register for a League**”.
- Note – Passwords must contain at least one lower case letter, one upper case letter, one number and a special character (ie: # ! \$). Write down your login and password as you will be using the same account for future leagues.
- Once you have created an account you may go on and register your team for the league.

Player registration to add to an already registered team:

1. Click on “**Adult & Youth League Registration**” at the top.
2. Click on “**Adult Leagues**” on the left side of the page.
3. Click on the green “**Register**” button next to the League you wish to register for.
4. Click “**Join a Team**”.
5. Enter your team “**Reg Code**” supplied by your manager.
6. Click on **Validate** and your team name will be displayed, click continue. League information will display.
7. Scroll to Registrant Information
8. Enter **USA Hockey Confirmation Number** mandatory to complete the process. See Step 1 if you don't have this.
9. “**Accept Waiver**”
10. Make Payment in the amount instructed by your team manager - click “**Pay Other Amount**” and manually enter your payment amount, click “**Join Team**” (note that the balance shown for amount due will reflect your current team balance, not your individual player balance).
11. You will receive and email confirmation for your registration and for your payment.

STEP 3: GET YOUR HELMET STICKER

Stop at the KVIH front office, staff will be able to quickly verify your online registration and issue your helmet sticker you will need to be allowed on the ice.