

REGISTRATION CHECKLIST

- ✓ Personal Contact Information
- ✓ Emergency Contact Information
- ✓ Top 3 Committee Choices (Committee Descriptions can be found [HERE](#))
- ✓ Availability to volunteer during the week of October 18 – 24, 2021
- ✓ Golf Polo and Outerwear size (Size charts can be found [HERE](#))
- ✓ Credit Card Information

1 Visit the volunteer website (<http://www.volunteers.deccgolf.com/>) and click on the link to register on the homepage.

2 On the Volunteer Application homepage, please read the Welcome Letter and then click on **REGISTER HERE**.



3 Choose the appropriate volunteer category to enter the application.

**Dominion Energy Employees: Please choose "Dominion Energy Employee Volunteer" as your volunteer category.*

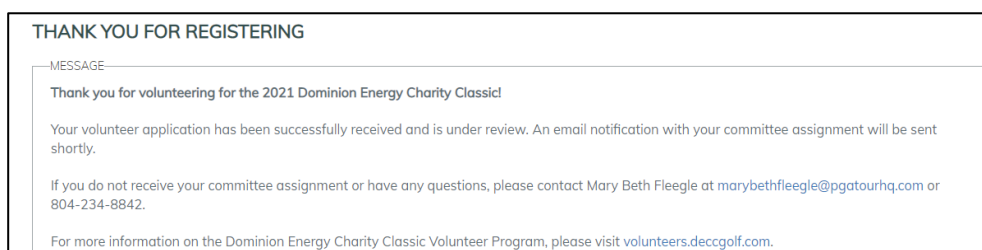
**Dominion Energy Retirees: Please choose "Adult Volunteer" as your volunteer category.*



4 You will be prompted to create a unique **USERNAME** and **PASSWORD**. This username and password will allow you to access your volunteer information throughout the year. Be sure to save your log-in information!

5 Proceed to the following pages answering ALL of the questions that apply. If you receive an error message, please review to ensure all required information has been completed. When you get to the payment page, please enter a credit card to complete your registration.

PLEASE REMEMBER A REGISTRATION IS NOT CONSIDERED COMPLETE UNTIL YOU SEE THIS PAGE



6 Once accepted, you will receive a confirmation email stating that the tournament has received your application. This email will also include your committee assignment, volunteer application log-in and other important information about volunteer communication.

