

# REGISTER FOR MEMBERSHIP and for GCGPC SHOWS!

Event registration is now open and will close on December 1, at 11:59 pm CST

**PLEASE NOTE:** GCGPC MEMBERSHIP Registration **MUST** be completed on Competition Suite **BEFORE** beginning event registration.

This is a **2 Step Process!!!!** Membership Registration and Event Registration

If you do not have access to Competition Suite or your group affiliation has changed, please contact, Amy Philley at [contestdirector@gcgpc.org](mailto:contestdirector@gcgpc.org). GCGPC Unit Registration includes questions regarding regular season shows for invoicing purposes and does not replace the event registration process.

## MEMBERSHIP REGISTRATION ( \*\*\* DO THIS FIRST \*\*\* )

1. Log in to your Competition Suite account.
2. Click on your group from the main menu on the left.
3. Click on the tab entitled " RESOURCES "
4. Click on the form entitled " 2025 GCGPC Unit Registration Form " Fill out the GOOGLE Docs Form in completion. Click Submit. ( \* your invoice will be emailed to the email address you supplied \* )

## REGISTER FOR AN EVENT

1. Log in to your CompetitionSuite account.
2. Click on your group from the main menu on the left.
3. Click **Registration** under the group you'd like to register.

**NOTE:** If registration is disabled, you are not an administrator for the group. You'll need to have an administrator register for the group.

4. Click **Register** next to the events you'd like to register.

## CANCEL REGISTRATION

If you decided to cancel your registration, you can click **Cancel Registration** next to the appropriate event. Units will

receive a \$200 withdrawal fee if the unit withdraws from any contest less than two weeks prior to the scheduled contest. A \$300 withdrawal fee will be assessed if the unit withdraws from any contest less than one week prior to the scheduled contest.

## PLEASE REMEMBER...

### TO QUALIFY FOR CIRCUIT CHAMPIONSHIPS:

Units must perform in three or more regularly scheduled circuit competitions, not including circuit championships. Percussion must attend one of the first two scheduled contests of the season and color guard must attend the field day contest.

Units must be in good standing with the GCGPC and have all financial obligations fulfilled.

### NEED HELP?

Please don't hesitate to reach out with questions or for assistance.

**Amy Philley** GCGPC Contest Director

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