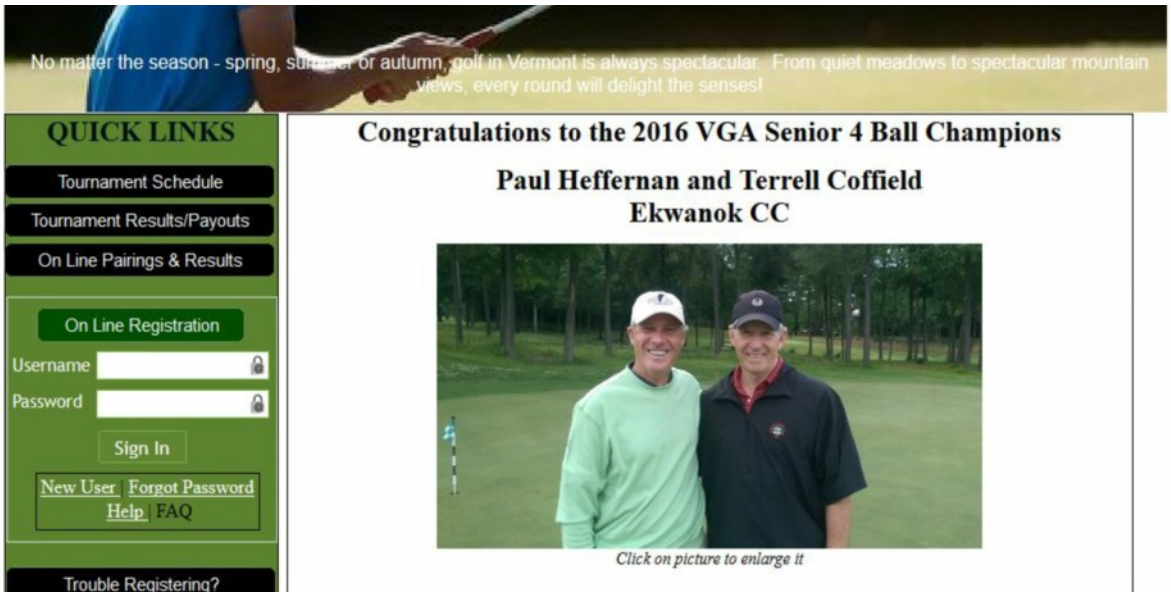
VGA Tournament Registration
Frequently Asked Questions

1. **How do I retrieve my password?**
   A: Click the **Forgot Password** link in the Tournament Registration Sign In box under **Quick Links** on the www.vtga.org home page.



2. **Can I sign up a group of players?**
   A: One player may sign in and register as a single or a group of 2, 3, or 4 players. The person registering the group will be responsible for paying for all the players he is registering.

3. **How do I register a second group?**
   A: To register a second group, a person from the second group will need to sign in with his GHIN number and password. You cannot use any of the GHIN numbers from the 1st group in the 2nd group.

4. **When can I see State Day or tournament pairings?**
   A: Pairings for all event requiring on-line registration are generally available no later than 4 days prior to the event.

5. **How do I view State Day or tournament pairings?**
   A: There are 4 ways to view pairings. The Pairings & Results link under **Quick Links** on the left hand side of the vtga.org home page, the Pairings link in the GHIN app, the Pairings Link on the left hand side of the event schedule on the tournament registration site and via the link emailed to players after pairings for a particular event have been made.

6. **How do I withdraw before close of entries?**
   A: If you signed up as a single, you must sign in, choose the **Events Registered For** link on the left side menu, and scroll to find the tournament you wish to withdraw from. Under the column titled **Actions** you will see the word **Withdraw**. Click on **Withdraw** and follow the prompts. If you were signed up as part of a group, and you wish to only withdraw yourself, you must contact the VGA Office to withdraw.

7. **I signed up as a group. Can I withdraw one or more players in that group?**
   A: Unfortunately, there is no way to withdraw only one person in a group on-line. You must contact the VGA office at info@vtga.org or (802) 773-7180 if you wish to withdraw or replace one or more people in your group.

8. **How do I withdraw my whole group or team before close of entries?**
   A: Only the captain of the group or team can withdraw the whole group or team. The captain must sign in, choose **Events Registered For** link on the left side menu, and then click the **Withdraw** link to the right of the appropriate tournament.

9. **How do I add a player to a group before close of entries?**
   A: Once a group has been registered and paid for, additions cannot be made to that group on-line. Players wishing to join that group must register themselves and, in the questionnaire, list the players they wish to be paired with.

10. **How do I withdraw after close of entries?**
    A: To withdraw after close of entries, email info@vtga.org or call (802) 773-7180 Leave a message if outside business hours. You will be emailed a confirmation of your withdrawal. You can also view the pairings to see if you were withdrawn.

11. **How do I add or change a player to my group after Pairings have been made?**
    A: Email info@vtga.org or call (802) 773-7180. Leave a message if outside business hours. You will be emailed a confirmation of your change. You can also view the pairings to see if the change has been completed.