



Member Day Registration Tutorial

Below is a step-by-step tutorial on how to register and pay for your spot(s) for a Member Day if you are drawn in a lottery. Further down in this document, there is also a tutorial on how to decline spots if you are drawn but no longer wish to play in the event.

Accepting Spots

1. You will receive a notification email, similar to the one below, stating that you were drawn in the lottery. Click the "Accept Invitation" button.

Hello Kyle,

Congratulations, your name was selected as a lottery winner for the **Example Member Day 1 on Wednesday, April 01, 2026!**

ACCEPT INVITATION

DECLINE INVITATION

You have 48 hours to complete the registration and payment process. The deadline is **March 20, 2026 - 1:39 PM**. Please complete your registration by clicking the Accept or Decline buttons above.

If you are accepting the spot(s) in the event, and you had entered the lottery for more than 1 spot, you will be required to provide the additional player(s) in your group during the registration process. **Reminder that all players have to be Mass Golf Members, meaning they have an active GHIN number affiliated with a Mass Golf Member Club.** If a player you are trying to register has been already entered into the event by another lottery winner, you will be unable to select that player. You can register up to the number of players that you selected when entering the lottery.

When your registration is successfully completed, you will receive a confirmation email. Please note that confirmation emails can sometimes take up to 10-15 minutes to arrive in your inbox.

If you fail to complete your entry by the above deadline, you will forfeit your invitation to this event. Once your spot(s) has been forfeited, the next entry on the waitlist will be invited, therefore eliminating your status in the event.

You can view a step-by-step registration/payment tutorial by [CLICKING HERE](#).

If you have any questions or concerns, please contact Kyle Sherman at ksherman@massgolf.org or 774-430-9014.

Thank you,
Mass Golf

2. Click the "Next" button circled below to continue.
 - **Please note that the "1 to 4 Members" language under Golfers will appear regardless of how many players your lottery entry is for.**



1. Registration Type 2. Golfer Information 3. Payment Exit

If you have any questions or concerns regarding your registration, please contact Kyle Sherman at ksherman@massgolf.org or 774-430-9014. You will receive a confirmation email after your registration is successfully completed.

	Price	Golfers	Available
Member Day Registration	\$110.00 per Member	1 to 4 Members	Unlimited

Next

3. You will then see your information autofilled as the first player – see below. You will then need to select a division for yourself based on which tees you prefer to play. The divisions will list the specific tees being played at the course for the Member Day you are registering for.

1. Registration Type 2. Golfer Information 3. Payment Exit

If you have any questions or concerns regarding your registration, please contact Kyle Sherman at ksherman@massgolf.org or 774-430-9014. You will receive a confirmation email after your registration is successfully completed.

If you entered the lottery for more than one spot, you must register any additional players at this time. **Click "Add Another Member to My Team" to add each player.** You can register fewer players than you had originally entered the lottery for, but not more.

Member Day Registration

▲ Kyle Sherman (Member) Required Hide Player Details

* Denotes required fields

Email * First name * Last name *

GHIN *

Gender * M F Cell Phone * Affiliation *

Division * ⓘ

- Members Division: Blue tees - 6,000 yards (Open to both men and women; Gross and Net competition)
- Men's Division: White tees - 5,500 yards (Net competition)
- Women's Division: Green tees - 5,000 yards (Net competition)

Add Another Member to My Team

- **Note: For events with tee time starts (not shotguns), there will be an optional text box for you to fill out a tee time request. The Mass Golf staff cannot guarantee a specific tee time but will do its best to accommodate all requests.**
- **Note: for the two Doubles Member Days only, if registering for a foursome, there will be a text box for you to designate who the two teams will be.**

If you entered for 2, 3, or 4 spots in the lottery, you can then add any additional players to your group. To do so, click the "Add Another Member to My Team" button at the bottom of the screen. You will then see the search function below – this will give you the ability to add another Mass Golf Member to your group via a GHIN search.

▲ (Member) Optional Hide Player Details

Please Select a Member

Lookup by State and Last Name and First Name ⓘ

Massachusetts

sherman kyle Search

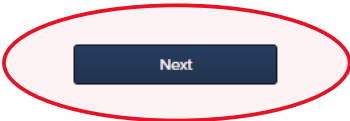
Gender	Name	GHIN	City / State	Club	
M	Kyle Sherman			The Links at Mass Golf	Add

Lookup by GHIN ⓘ

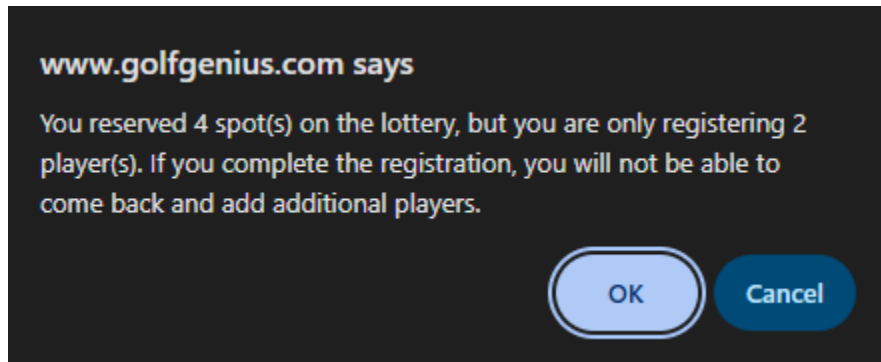
✕ Remove Player

Double check that their information is correct, select a division, and repeat the process for any further players. Once you have added all your players, check the Golf Genius Terms of Service box, and click "Next" on the bottom right.

I confirm that I have consent from all of the above individuals to provide information above on their behalf, subject to the Golf Genius Software [Terms of Service](#) and [Privacy Policy](#)



If you are registering fewer players than you had entered the lottery for, Golf Genius will double check that you are doing this. If you are, click "OK."



4. You will then be taken to the payment screen below. There will be an option to donate to the Mass Golf Youth Fund at the top. Fill in your billing details, as well as your payment information on the following page after you click "Next."

Registration Fee



By making a donation to Mass Golf, you are investing in the future of the game for generations to come. Your donation allows Mass Golf to support kids and teens in learning to play golf while also making the game more affordable and accessible for youth across the state. All donations made are 100% tax-deductible.

Please select donation amount

No donation \$10.00 \$25.00 \$50.00 \$100.00 Other

Summary for: Kyle Sherman	
Description	Total Amount
Member Day Registration \$110.00 per Member	
Total Amount	\$220.00

Step 1: Billing Details

First Name (Required) <input type="text" value="Kyle"/>	Street Address Line 1 (Required) <input type="text"/>
Last Name (Required) <input type="text" value="Sherman"/>	Street Address Line 2 (Optional) <input type="text"/>
Country (Required) ⓘ <input type="text" value="Please select a country"/>	Zip Code (Required) <input type="text"/>
City (Required) <input type="text"/>	Billing Email <input type="text"/>

In case you have any questions about the registration or payment process, please contact Kyle Sherman (ksherman@massgolf.org).

5. After you click "Pay" on the following screen, you will see the screen below. You are now registered, and your spot(s) in the event is confirmed. You will receive a confirmation email shortly after registering – please note that confirmation emails can occasionally take some time to arrive in your inbox.

Member Day Registration

Description text

Member Day Registration

Registration Fee

Receipt				
Description	Total Amount	Status	Paid on	By
Open Registration Fee for Member Day #1 event	\$220.00	Confirmed	03.20.2025	Kyle Sherman

Done

Declining Spots

1. You will receive a notification email, similar to the one below, stating that you were drawn in the lottery. Click the “Decline Invitation” button.

Hello Kyle,

Congratulations, your name was selected as a lottery winner for the **Example Member Day 1 on Wednesday, April 01, 2026!**

ACCEPT INVITATION

DECLINE INVITATION

You have 48 hours to complete the registration and payment process. The deadline is **March 20, 2026 - 1:39 PM**. Please complete your registration by clicking the Accept or Decline buttons above.

If you are accepting the spot(s) in the event, and you had entered the lottery for more than 1 spot, you will be required to provide the additional player(s) in your group during the registration process. **Reminder that all players have to be Mass Golf Members, meaning they have an active GHIN number affiliated with a Mass Golf Member Club.** If a player you are trying to register has been already entered into the event by another lottery winner, you will be unable to select that player. You can register up to the number of players that you selected when entering the lottery.

When your registration is successfully completed, you will receive a confirmation email. Please note that confirmation emails can sometimes take up to 10-15 minutes to arrive in your inbox.

If you fail to complete your entry by the above deadline, you will forfeit your invitation to this event. Once your spot(s) has been forfeited, the next entry on the waitlist will be invited, therefore eliminating your status in the event.

You can view a step-by-step registration/payment tutorial by [CLICKING HERE](#).

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Thank you,
Mass Golf

2. You will be presented with the following options – to confirm you are declining, or to accept the spots if you changed your mind or made a mistake in declining. If you are indeed declining to register and therefore forfeiting your spot(s) in the event, click the “Decline” button.

Test Member Day #3

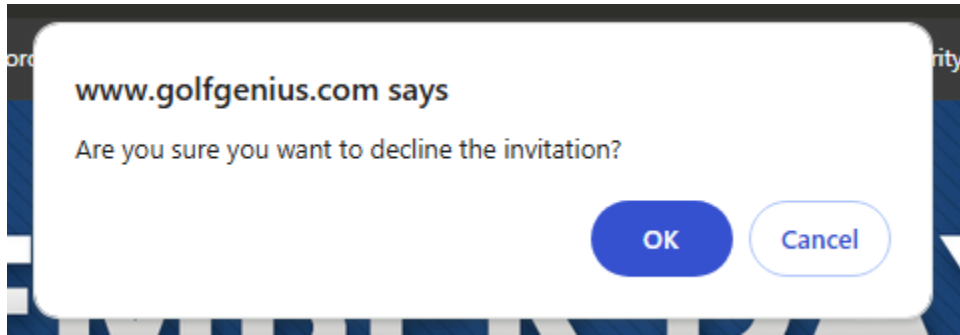
You have chosen to decline the invitation to Test Member Day #3. Please click below to confirm.

DECLINE

You will be removed from further communication for this event and could possibly be invited to a future event. You may still click the 'Accept' button below if you would like to proceed with registering for Test Member Day #3.

ACCEPT

3. Golf Genius will prompt your web browser to ask you one final time if you want to decline – click “OK” to confirm you are declining.



You are now all set, and your spots in the event have been declined and will be offered to the next entry on the lottery waitlist.