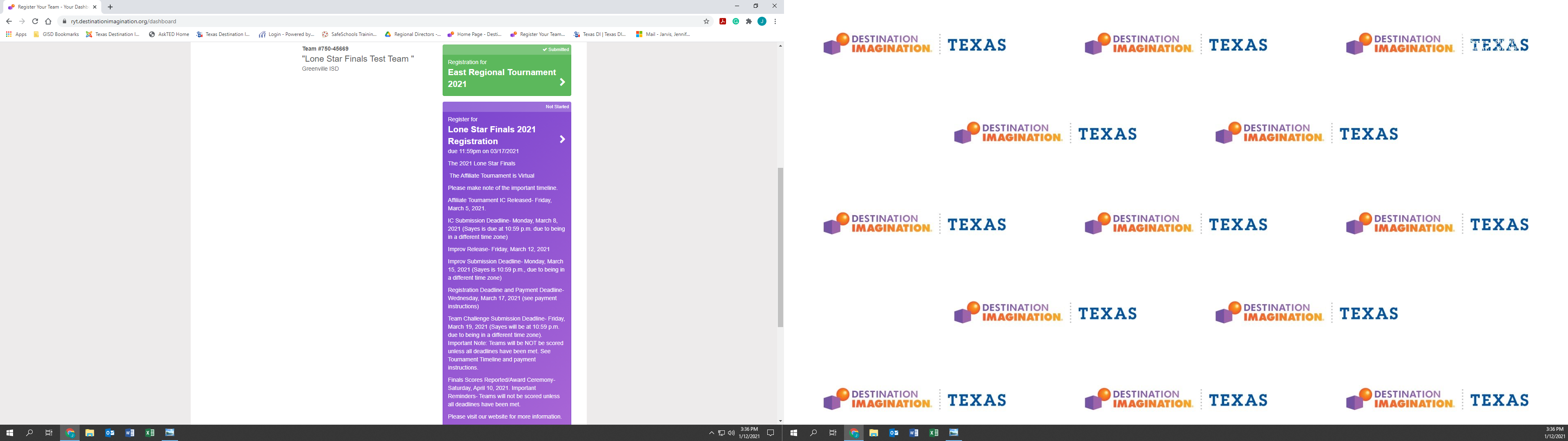


**Registering for the 2021 Virtual Lone Star Finals Instructions**

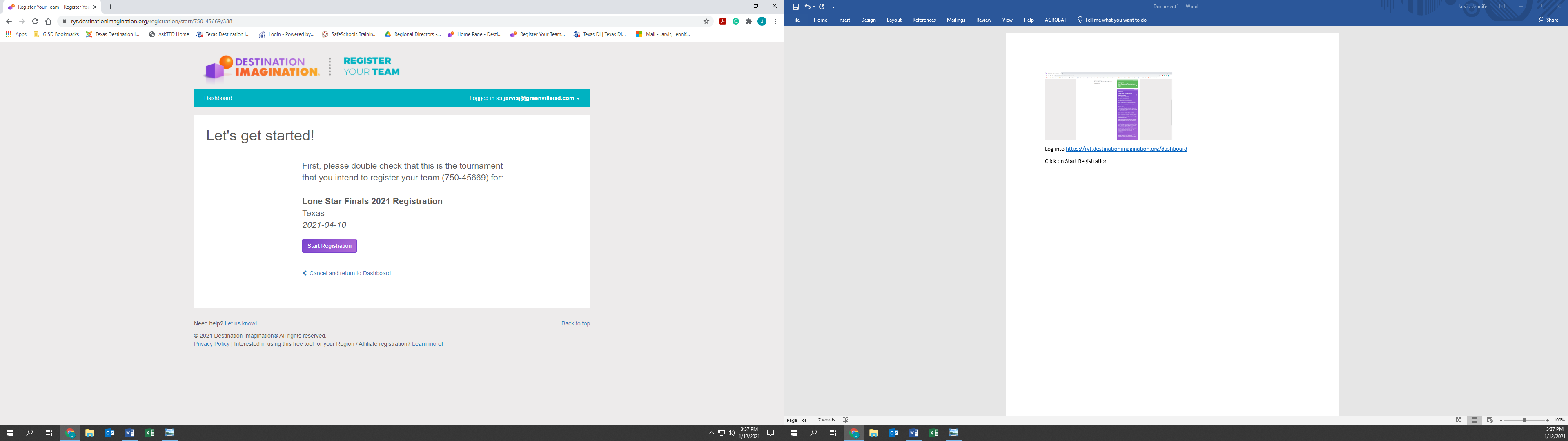
Congratulations Regional Winner(s)!! You are ready to register for the 2021 Lone Star Finals. The registration steps and screenshots can be found below. Please contact our office, if you have any questions. We will be happy to help you. Our contact information can be found at the bottom of the page.

**Step 1**) TheTeam Manager will **Log** into <https://ryt.destinationimagination.org/dashboard>

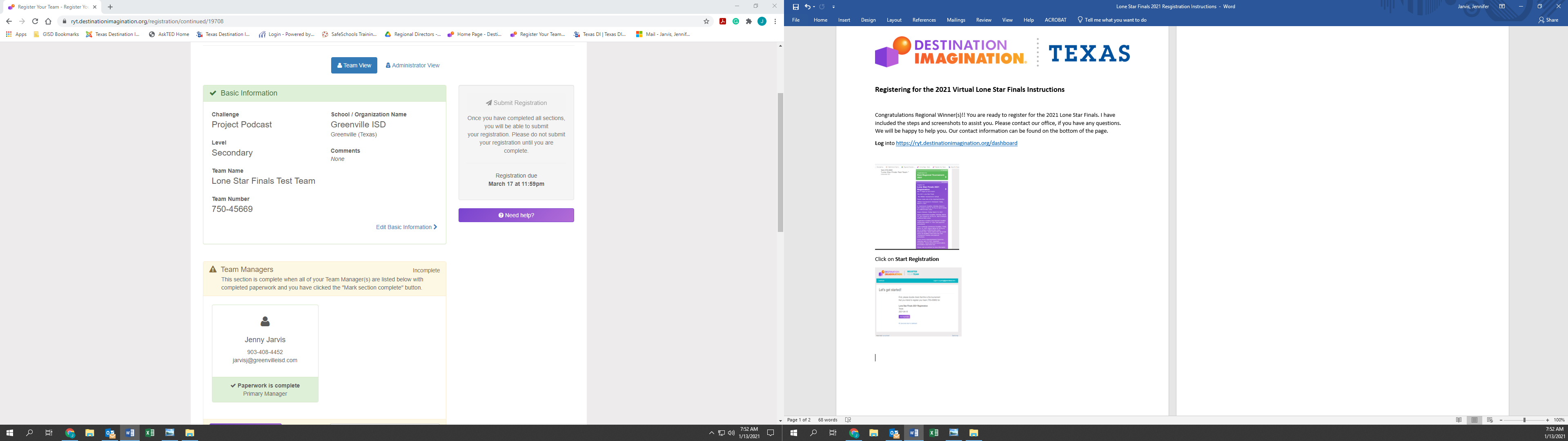
**Step 2)** Select **Lone Star Finals 2021 Registration**



**Step 3**) Click on **Start Registration**



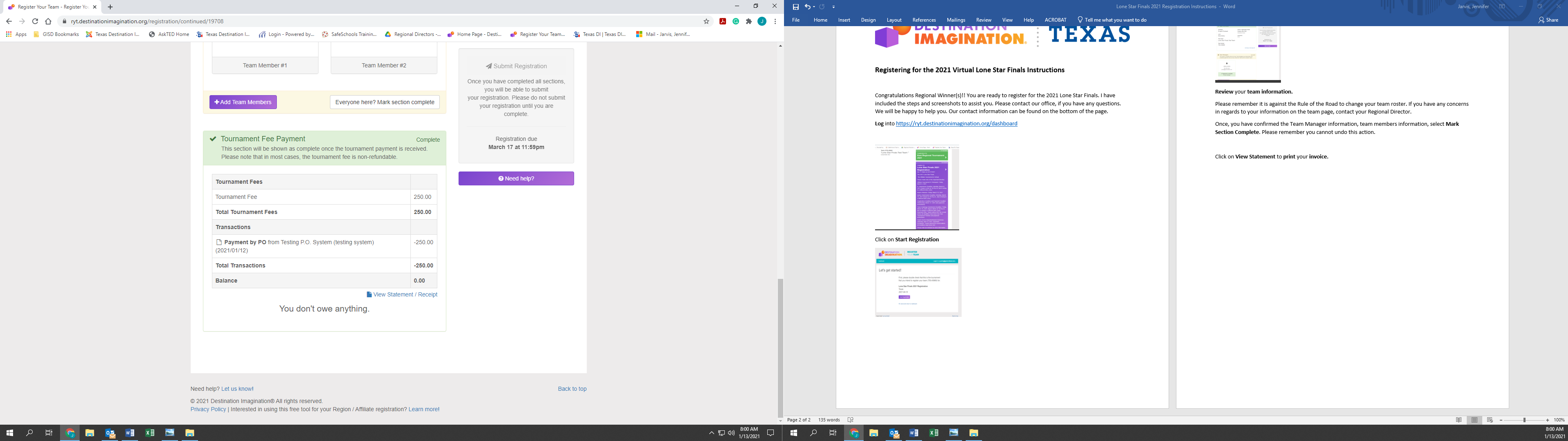
**Review** your **team information.**



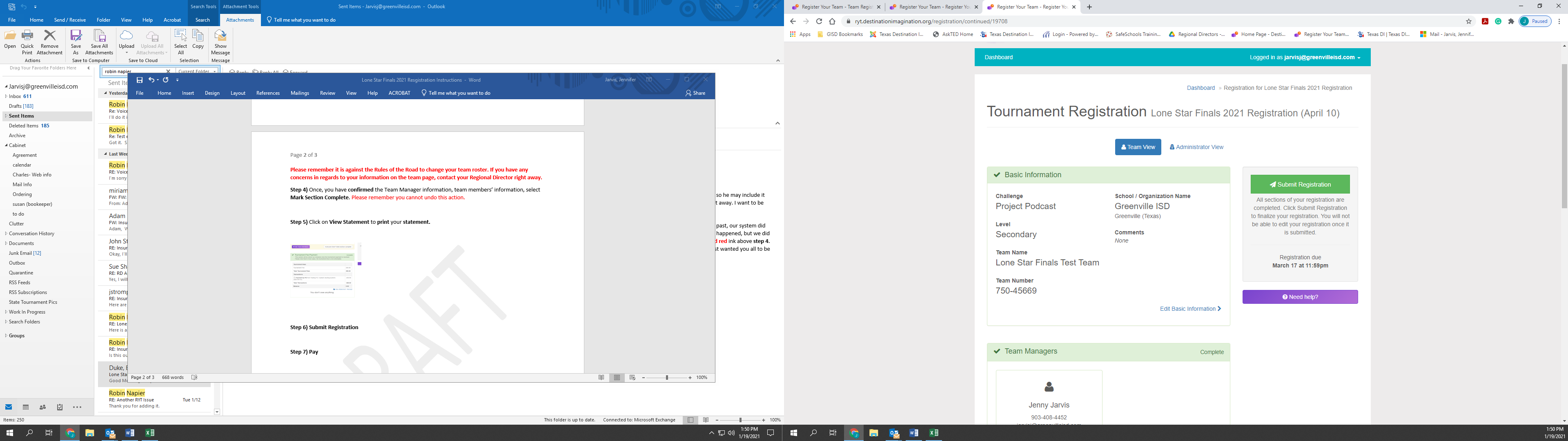
**Please remember it is against the Rules of the Road to change your team roster. If you have any concerns in regards to your information on the team page, contact your Regional Director right away.**

**Step 4)** Once, you have **confirmed** the Team Manager information, team members’ information, select **Mark Section Complete**. Please remember you cannot undo this action.

**Step 5)** Click on **View Statement** to **print** your **statement.**



**Step 6)** Click **Submit Registration** (right side of page)



**\*Step 7)** **Pay** (see important payment instructions below)

**\*Important Note: Please be sure you meet all tournament deadlines including the payment deadline. Your team will NOT be eligible to be scored without the deadlines met. See Tournament Timeline found on your dashboard and our website <https://texasdi.org/state-tournament>.**

**Payment Instructions**

Please find out who is responsible for your Affiliate tournament registration fee. TX DI cannot reimburse the payment**. The fee is $250.00 per team.**

Once, you have determined who is responsible for your registration, please choose from the following:

**Credit Card-** The credit card option is the preferred method of payment. Click on the credit card button to pay immediately. Payment is applied automatically. Please remember to print and save your receipt for your records. The payment **deadline is March 17, 2021.** review the instructions carefully. Refunds will not be issued for the virtual tournament.

**School Check**- Texas Destination Imagination accepts school checks only. No personal checks will be allowed and will be returned if submitted. If your school is paying for your tournament fee, please **print** your **team’s statement** and **payment instructions** and provide it to your school finance office immediately. Please adhere to the **March 17, 2021 deadline** and allow 2-3 business to process payment. Please plan accordingly.

Payment should be made to: **Texas Destination Imagination or TXCPSO, P.O. Box 8634, Greenville, TX 75404. Please note; our P.O. box number has changed to 8634.** Please use this address to mail your school check. A copy of the team statement must accompany the check in order to apply the payment to your team. **All deadlines must be met before the team is eligible to be scored.**

**School Purchase Order- Print your statement** before choosing this option.

Please submit your **team’s statement** and **payment instructions** to your school finance office immediately in order to meet the deadline**.** **Scan** the **official** **purchase order** and a copy of the **team’s statement** to: **jarvisj@greenvilleisd.com.** Requisitions will not be accepted. The **official** purchase order should be **payable to**: **Texas Destination** **Imagination or TXCPSO, P.O. Box 8634, Greenville, TX 75404.** Please note; our p.o. box number has changed to 8634. The **deadline** to submit an official school purchase order is **noon on Wednesday, March 17, 2021**. Once, our office has accepted the official purchase order and all -tournament deadlines have been met, your team will be eligible to be scored. Teams will not be scored if deadlines have not been met.

**Receipts-** Once, a school check has been applied by our office (please allow 2-3 business days for the payment to be applied), you will be able to print your receipt by selecting the **View your Statement** button. If you pay using a credit card, you will be able to print your receipt immediately.

**New Feature**- A school coordinator can now pay for their team’s registration fees by logging in to <https://ryt.destinationimagination.org/dashboard>. Please follow the same payment instructions listed above. Please contact our office if you have invoice, payment, or receipt questions.

**Contact Us-**

**Jenny Jarvis, Operations Administrator**

**903-408-4452**

[jarvisj@greenvilleisd.com](mailto:jarvisj@greenvilleisd.com)

Please be sure to have your team number and school name when calling or emailing us.

**Visit our website-** <https://texasdi.org/>