

Registration Instructions

1. Click on the link above, this will take you to a webpage that shows the items available for your group.
2. Select the first item that you want to add to your cart (i.e. lift ticket)
3. Once you have selected an item, it will ask you for the quantity. It is already set at “1” so please adjust accordingly. Click the “NEXT” button at the bottom of the page to continue
4. Next it will take you to a calendar. Please make sure that you select the correct date, as there will be other dates available that are not yours. Your date is **January 21, 2023 & February 11, 2023**. Select “NEXT” at the bottom of the page to continue.
5. A small window will appear to confirm the date you selected, double check that it is correct and hit “CONFIRM” to continue.
 - a. You will then be asked to sign in or create an account. If you have an account from a previous year it will have pulled that information. If you are getting an error message when trying to sign in, it could be due to the merge that happened from the old system. No need to panic, please call 262-249-4726. This is our Ski Office and they will be able to assist in resetting your account.
6. Once you are signed in, it will ask you for the pass holder information. If you had an account already it should pull this information, if not, please enter all information for the pass holder. If you entered 3 lift tickets for the quantity, it will show 3 “GUEST NAME” tabs on the left side. You will enter in for all skiers. Make sure to hit “CONTINUE” at the bottom of the ski to make sure the information saves.
 - a. Anyone under the age of 18 must have the same address, phone number, and email address as their parent/guardian.
 - b. Anyone over the age of 18 must have different email addresses listed.
7. When you have finished entering in all of the pass holder information, click “CONTINUE” at the bottom of the screen, a small window will pop up and ask if you would like to continue shopping or checkout. If you need to add rentals or a lesson still, you will select “CONTINUE SHOPPING”
8. Repeat steps 2-7 for any additional items you need to add to your cart.
9. When all items have been added to your cart, and you get the small window as mentioned in step 8, you will click “CHECKOUT”
10. The next window will say that you have a waiver or waivers that are required. Hit the blue “SIGN” button. After you hit sign, you will scroll until you reach the first blue banner that says “INITIAL HERE”. Click on that and write your initials. Click “DONE”. Continue scrolling until you find the next blue banner that says “INITIAL HERE”. Click on that and write your initials. Click “DONE”
11. Next, you will check the box that says “I agree with the Terms and Conditions” and another blue banner will pop up, that says “ADD SIGNATURE”, click on it and sign your name. When finished, click the “DONE” button.
12. You will then click the green “SUBMIT YOUR WAIVER” button
13. If you are registering more than 1 pass holder, you will repeat steps 11-13 for each skier.
14. You will then be taken to the payment screen. Here you will click the little check box at the bottom, this will then allow you to click the “CHECKOUT” button.
15. Follow the prompts to finish the payment.
16. After you have successfully paid for the items in your cart, you will receive a QR code. This will be how you get the lift tickets, rentals, and/or lessons when you arrive at the Mountain Top. We will scan the QR code and get your ticket printed to hit the slopes!