## Instructions for Middle School Symphonic Honor Band:

- 1. Visit Teloga web site. Make sure you are on the Middle school page.
- 2. If you have participated in our Honor Band Festival using this site, you already have an account. Simply, login using the login tab located at the top left hand corner of the window. If you have forgotten your password please email Teloga at Teloga.com to request a new password.
- 3. If this is your first time registering for this or any of our events you will need to create an account. Simply click on the "create an account" and follow the instructions. Once registration is complete click *Go.* Select *Symphonic Honor Band Festival*, then select *Middle School 2015*.

Returning members: New Members:



- 4. Fill out all of the mandatory fields, do not leave anything blank. If there is a field that does not apply to you, simple type N/A in the window.
- 5. Once you have completed the application click "submit" at the bottom, and follow the payment instructions.



6. You are only required to pay the \$10 application fee when you submit your application. The festival fee will be required once you have been selected to participate. Once you select the number of payments you would like to make (depending on the number of applications you submit) click "update fees". This will prompt the pay "balance" button on the left side in the middle of the page. Select that button and follow the payment procedures.

