



TEAM E

THE ETHAN ANDERSON MEMORIAL EVENT

HOW TO CHANGE YOUR TEAM ROSTER

Instructions for Team Captains

1. Find your original registration email

Locate the email you received when you originally registered your team. The email was sent from **noreply@jotform.com** on the date you registered your team.

2. Open the registration email

Open the original registration confirmation email and scroll all the way to the **bottom of the email**.

3. Click “Edit Submission”

At the bottom of the email, you will see: *“You can edit this submission and view all your submissions easily.”*

Click **“edit this submission”**.

4. Make your roster changes

Your original registration will open. Make the necessary changes to your team roster, including adding or changing players.

5. Submit your changes

After making your changes, make sure you **submit the updated registration** so the new roster is saved.

IMPORTANT: You must use the original registration email to access and edit your team's roster. If you cannot find the email, check your **Spam/Junk** folder and search for **noreply@jotform.com**.