

NSC Liability Waiver Instructions

Each player's parent or guardian will need to set up an NSC Event HQ account. Players CANNOT be listed under the team manager's account if they are not their parent or guardian.

Create a Household Account

Step 1: Create an NSC Event HQ household account. [Get started at NSC Event HQ.](#) The account owner must be 18 years of age or older. One account per family.

Step 2: Verify the email address and set up the password for the account.

Step 3: Login to the account. Login to an existing [NSC Event HQ Account here.](#)

Step 4: Add your children and or spouse as a "participant". Go to "Customer Tools" and click on "Manage My Participants".

Complete a Waiver

To complete a waiver - Log in to your [NSC Event HQ Account here.](https://www.nsceventhq.org/) (https://www.nsceventhq.org/)

Step 1: Click on "Customer Tools" in the main menu bar. Select "Complete waiver".

Step 2: Filter by the sport, event and/or event name. Select the event by clicking on "Waiver" on the right side of the screen.

Step 3: Enter the Team ID - Provided by the team manager.

Step 4: Select the participant's name from the roster to open the waiver. *(If the participant is not on the roster, contact the team manager)*

Step 5: Select the participant's name from the drop-down list of participants on the account. Read the waiver and click on the green "Accept" button to complete the waiver. *(If the participant is not listed, they need to be ADDED to the Household account. See Step 4 from the account instructions above.)*

Contact the event/program registrar with any questions or for further assistance.