



## Generating your TeamLinkt Registration Receipt/Invoice

To generate or view your registration receipt in TeamLinkt, follow these steps using a web browser (note: this feature is not available in the mobile app):

1. **Log in** to your TeamLinkt account at [app.teamlinkt.com](http://app.teamlinkt.com).
2. Select your **“Profile”** from the menu. (typically bottom left corner)
3. Click on **“My Family”**.
4. Choose the registered participant for whom you want the receipt.
5. Select the relevant season.
6. Click on **“View Invoice”**. You may need to scroll horizontally to see the list of invoices.

This will display your invoice, which includes payment details and can serve as your registration receipt. If you set up an automatic credit card payment plan, your card will be charged according to the payment schedule, and the invoice will reflect these payments.

If you need a printed copy, you can use your browser’s print function to print the invoice or save it as a PDF for your records.