Head Tax Reconciliation

After your event results have been processed you can verify the Head Tax accounting online, accept the calculation (number of athletes included in Head Tax and amounts due), print and submit the U.S. Ski & Snowboard Head Tax Invoice and OC check or Pay Online with a Credit Card.

To use this process, please use the following Instructions:

Log In:
Log in using your Club Login*

Enter your club’s U.S. Ski & Snowboard.

Once you have logged in, you will need to choose Event Administration from your dashboard.

Note: If you are already logged in with your personal credentials, Club Login will not work. You will need to log out from your personal credentials and then login with your Club information. You may need to log out and close your browser.

*You should have received your login information via email. If you did not receive this email, or don’t know your username or password, send an email to J.J. Ehlers at jj.ehlers@usskiandsnowboard.org

The Home Page
Once logged in, your home page will appear:
Select the page icon next to the completed event. This will direct you to the Alpine Scheduling Agreement:

Financial Summary of Event will provide the total amount of head tax that is owed for all races covered by the Schedule Agreement. (You can scroll down to view the Head Tax due for each race.) The number of starters is the number of starters recorded from the XML results submitted minus any U.S. Ski and Snowboard team members. If you have other athletes that should be exempt from head tax you must contact Competition Services to have the number changed. Compare the amount here with what is figured using the Head Tax Accounting sheet to make sure the numbers match. If there is a difference, contact Competition Services. If you agree with the amounts, then click. Do not accept or pay head tax until the amounts match. Once
Head Tax is accepted you can to pay with a Credit Card or to send in with your check.

If you have questions about the amount, please contact Competition Services at 435.647.2037 or compservices@usskiandsnowboard.org.

Paying Head Tax

To pay Head Tax you can print a **U.S. Ski & Snowboard Head Tax Invoice** and submit it with a check to the following address:

U.S. Ski & Snowboard
Attention: Competition Services
P.O. Box 100
Park City, UT 84060

If payment by Credit Card is preferred, select **Pay Head Tax**. You will be directed to a screen similar to this one to complete payment. The “**Balance Due U.S. Ski & Snowboard**” will be charged to the designated credit card.

If you have questions about the amount, please contact Competition Services at 435.647.2037 or compservices@usskiandsnowboard.org.