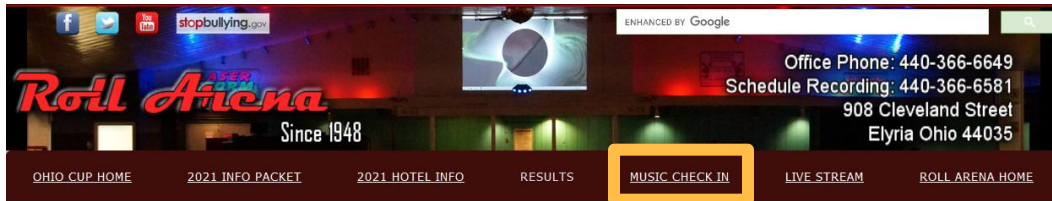
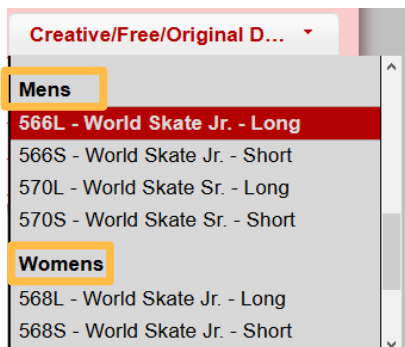


# 2025 OHIO CUP MUSIC CHECK IN

Visit [www.rollarena.biz/ohiocup](http://www.rollarena.biz/ohiocup) and click on “Music Check In”



1. Enter the Skaters First and Last Name
  - a. Teams - Enter Team Name in the “First Name” box.
  - b. Dance Teams - Enter each skaters first and last name.
2. Enter the Skaters Email
  - a. Teams - Designate ONE email for the team.
3. Enter Coaches Email - *Optional (If you wish for your coach to receive confirmation of receipt)*
4. Select Your Event Type using the **Left Dropdown Menu**
5. The **Right Dropdown Menu** will populate with the events for that category.
6. Co-Ed, Mens, and Womens Events are separated using these group headers. (See Image Below)



**It is important to double check the event you are uploading music to.**

**Your music is automatically assigned to the event you select for the announcers to play.**

7. Click “**Browse**” to Select music from your PC. Music must be in a format this dialog box can find. (.mp3 or .wav preferred) - No .zip, .rar or other archive files allowed.
  - a. Maximum File Size: 100 mb
  - b. Use [Audacity](http://audacity.org) to reduce size if needed. (Free crossplatform audio editor)
8. Click **Submit Music**
9. You will be directed to a confirmation page - your music will show up in a music player, please make sure the entire song is uploaded. You will receive a confirmation email for each upload. We are **ONLY** verifying that the song plays, please verify all other details and reply to that email if something is not right. You should receive this in a day or so. Please add [info@rollarena.biz](mailto:info@rollarena.biz) to your contact list to ensure delivery or be sure to check your spam folder.
10. **Things to Remember**
  - a. One song per entry.
  - b. **Freestyle Short / Long are designated as TWO separate events.** Please Upload each individually.
11. This music dropbox was designed for operation from a PC, it has been tested with the latest version of Mozilla Firefox and Google Chrome on Windows 10. This is not designed for and is not guaranteed to work via Mobile devices or tablets.