



SIGNING UP FOR AGENCY CLICK

1. Go to www.agencyclick.com
2. Click **SIGN UP**
3. Select **PERFORMER**
4. Enter your first & last name, your email, a password and then confirm password.
5. The last line asks for your AGENCY. It does not offer a drop down menu so you need to start typing in BOSS. Two options will appear. You'll need to select the SECOND option **BOSS - FRASER VALLEY (VANCOUVER)**.
6. It is extremely important that you do not skip info. We need your full address, an email you check regularly, phone number(s), and date of birth. If any of this info is missing, we will not approve your account.
7. Upload a selfie style photo while signing up.
8. At this point we will receive your request to join the agency. We will approve your account and you will receive an email that activates your personal calendar
9. **Keep your calendar up to date (green means you want to work!).**
10. If you did not fill out your **direct deposit form** and give us a **void cheque**, please be sure to do this asap and email it to:

CHRISTINA@BOSSMANAGEMENT.COM.

Thank you! We look forward to working with you!