

FINAL FORMS AMP

Purpose: To provide OACA members with a quick guide to register for membership through FinalForms AMP.

1. Log into your OACA AMP member account at: <https://oaca.finalforms-amp.com>

Note: If you are not a current member, click on the "First Time" Member option to apply for an account. Once your application is accepted, you can move to step 2.

Member or Non-Member Login

You can login using your AMP username + password or your Gmail account.
For Gmail, make sure your AMP account is either [the same as your school/gmail account](#) or [linked](#) to your AMP account

Login with Google

OR

Email: [Forgot your email?](#)

Password: [Reveal](#) · [Forgot your password?](#)

[Login](#) [Back](#)

[Never logged in?](#)

New "First-Time" OACA Member

Interested in becoming a first time member? You can join today by creating your account below!

[Create an account!](#)

2. Click on the “Join/Renew Membership” button or the “forms icon” button in the upper right corner.

The screenshot shows the Nick FinalForms website interface. At the top, there is a navigation bar with links for Home, Coaches, Events, Directory, and a user profile for Nick FinalForms Coach. Below the navigation bar, the user's name "Nick FinalForms" is displayed, along with their email "john@gmail.com" and a list of schools: Cleveland High School (Portland), Amistad Academy (New Haven), and Portland School District 1J School District School District (Multnomah County). A large banner area contains a welcome message: "Welcome to Oregon Athletic Coaches Association!" followed by a note about a demo video and a "Join/Renew Membership!" button with the subtext "Click to join/renew your OACA Membership!". A video player titled "OACA - Membership Tutorial" is embedded in the banner, showing a list of membership options.

3. Proceed through your forms with your updated information.

The screenshot shows the Nick FinalForms website interface with the "OACA Contact Information" and "Membership Information" sections. The navigation bar is the same as in the previous screenshot. On the left, a sidebar menu for "Nick FinalForms" shows "OACA Membership Forms (0/4)" and a list of form categories: Contact Information, Positions & Workplace, OACA Information, and Coaches/Staff. The main content area is titled "OACA Contact Information" and contains a welcome message: "Welcome to your OACA AMP 'Forms'!" followed by an explanation of the forms process and a request to complete all forms. Below this, the "Membership Information" section is displayed, featuring a "Membership Type:" dropdown menu set to "Gold Card Membership (\$75)". An "Important!" note states: "Please carefully read and select your Membership Type as it will impact the rest of your registration process!". A list of membership options is provided: "Gold Card Membership - For active coaches wishing to gain annual OACA membership. Coaches can also purchase memberships for their assistant coaches." and "Retired Gold Membership - For retired coaches no longer coaching or teaching and have coached at least 10 years in Oregon at the middle school, high school or college level."

4. Once your forms are completed, proceed to the “Pay All Pending Charges” button or the dollar sign at the top of the page.

The screenshot shows the 'Forms Complete!' page. At the top, there is a navigation bar with links for Home, Coaches, Events, Directory, and a cart icon with a dollar sign and a '1' notification. The user is identified as 'Nick FinalForms Coach'. The main heading is 'Forms Complete!'. Below it, a message states: 'We now have all the required information to let you pay any outstanding fees. Your membership will be automatically renewed once you pay your membership fees. Next Step: Now that you have confirmed and claimed your coaches/staff, you can pay for them individually or as a single payment:'. A light blue box contains the text: 'You have 1 staff with payable fees. To view the list or pay individually click here.' A large green button labeled '\$ Pay All Pending Charges' is centered on the page. Below this, a message says: 'If you would rather pay later or wish to add more coaches/staff to your payment, you can click the Back to Home button below and continue to work on your coaches/staff list:'. A white button labeled 'Back to Home' is centered. At the bottom, there is a copyright notice: '© Copyright. 2012-2025. BC Technologies Company. All Rights Reserved. FinalForms AMP | 7.56.6 | Playbook | Terms of Service | Privacy Policy'. A support link 'Use Support' is also present. A green notification bar at the bottom says: 'Your OACA Coaches/Staff was successfully updated.'

5. You may pay for your membership via credit card, check or PO.

Note: If your Athletic Director is paying for your OACA membership, do not proceed to pay for your own membership! Stop and alert your AD.

The screenshot shows the 'Checkout >> Receipt' page. The navigation bar is the same as in the previous screenshot. The main heading is 'Checkout >> Receipt'. Below it, there are icons for 'Safe', 'Easy', and 'Fast'. The page is divided into two main sections: '1. Review Fees' and '2. Payment Options'. In the '1. Review Fees' section, there is a table with the following data:

Fee Description	Amount
<input checked="" type="checkbox"/> 25-26 Gold Card Membership OACA Membership Fee	\$75.00
	Subtotal: \$75.00
	Credit Card Fee: \$3.00
	Total: \$78.00

There are links for '+ Other Member's Fees' and '+ Discount Code' in the top right of this section. The '2. Payment Options' section is split into two columns. The left column is titled 'Pay Online with Credit Card' and features a green button labeled 'Securely Pay \$78.00'. Below it, the text reads: 'DESCRIPTION: You will be prompted to enter a Credit Card to complete the transaction immediately.' The right column is titled 'Mail-in/Other Payment Medium' and has a 'Select Type:' dropdown menu set to 'Purchase Order'. Below that is a 'PO #' input field and a dark grey button labeled 'Pay \$75.00'.

6. Once you initiate your payment, you are good to go! If you paid by credit card, you are all set. If you initiated a check or PO payment, you will get access to the site once your payment is received.

Once your payment is fully processed by an OACA Administrator, you can access your Gold Card from the Membership Card button.

Checkout » Receipt

Safe Easy Fast

Thank you! You have successfully indicated that you will be paying via: Purchase Order.

Invoice Instructions:

- If **Personal Check**: Download/Print this invoice and attach to the mail-in payment.
- If **School Check / PO**: Download/Print this invoice and email it as an attachment to your financial office.
- If **Other**: You may use the invoice below if needed.

Printable Version Download PDF

You will receive an email notification at john@gmail.com once this payment has been processed.

Congratulations!
You have successfully paid for your staff/coaches' costs. You can now view, manage, and communicate with them from your [Home page](#).

Pending Processing • Payment ID: 3164 • Purchase Order ID: 1234566 • For: Nick FinalForms Indicated at: Aug 11, 2025 - 11:05 AM

Fees	Description	Amount
25-26 Gold Card Membership OACA Membership Fee		\$75.00
	Total:	\$75.00

Payment successfully charged.

See how Final-Forms has helped over 5,000

Nick FinalForms

Coach john@gmail.com

[Cleveland High School \(Portland\)](#)

[Amistad Academy \(New Haven\)](#)

[Portland School District 1J School District School District \(Multnomah County\)](#)

OACA Membership: 354

Membership Card

Your OACA Events

Name	Date / Location
No events	

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FinalForms AMP | 7.56.6 | [Playbook](#) | [Terms of Service](#) | [Privacy Policy](#)



Your Virtual OACA Membership Card

Below is your [virtual OACA membership card](#). You can download it to your smartphone, email it to yourself, or print it out and keep it on your person.

Suggested approach: We recommend you choose your option(s) based on [your unique lifestyle](#). If you always have your smartphone on your person, we recommend using the *save to google/apple wallet*. If you use email regularly, we recommend using the *email* option, and you will always be able to search your email to find your virtual card. If keep a wallet on your person, we recommend using the *print* option and print out a hard copy.

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