







Attendee Online Registration Tutorial

What do I need to register?

- WEF membership Information (Optional)
- A unique email address is required for each registrant
- A credit card (Visa, MasterCard or American Express)

Welcome to Attendee Registration: Logging In

Log in and Register If the embedded hyperlink doesn't work, copy & paste: <u>https://registration.experientevent.com/ShowWEF245/FLOW/ATT</u> in your browser.

- You may search your WEF Account by entering your Last Name and E-mail
- You do not need to have a WEF Membership to have an account

Welcome to F	Registration!	😤 Dashboard
	a WEF Member or Nonmember account already. d you will be directed to register as a Nonmember.	
	ase note that new members may have to wait 24-hours before the system red the appropriate member pricing.	cognizes your
)thers who do not have	a WEF account, choose "Continue as Not a Member."	
Continue as Nonmember		
- WEF Account Looku		
Search by Last Name	and Email	
If you already started right.	or completed a record, please click the Sign In option in the upper	
* indicates required fi	elds.	
∗ Last Name	* Email	
	If you receive WEF communications use that email	
	Clear Search	

REGISTRATION





Fill out your Profile Information

- Profile
- Emergency contact information
- SMS Alerts
- Review and Accept Terms and Waiver
- Tell us about yourself (fill out demographics) Click on arrows for drop down menus.

Please be aware that your application	tion will time out after 20 minutes of inactivity.
indicates required fields.	
WEF Account Number:	WEF Membership Type:
	NM
You are registering as a Nonmem	iber of WEF.
· · ·	n error and are an active member of WEF, please call WEF 06, or 1-571-830-1545 (globally) to retrieve your membership
· · ·	
customer service at 1-800-666-020 look-up information.	
customer service at 1-800-666-020 look-up information. Promocode	
customer service at 1-800-666-020 look-up information. Promocode	06, or 1-571-830-1545 (globally) to retrieve your membership
customer service at 1-800-666-020 look-up information. Promocode Apply Code * First Name	06, or 1-571-830-1545 (globally) to retrieve your membership
customer service at 1-800-666-020 look-up information. Promocode Apply Code * First Name Attendee's First Name	06, or 1-571-830-1545 (globally) to retrieve your membership
customer service at 1-800-666-020 look-up information. Promocode Apply Code * First Name Attendee's First Name * Last Name	06, or 1-571-830-1545 (globally) to retrieve your membership

* Email	* Confirm Email
attendee@mail.com	attendee@mail.com
(unique email address required)	
Email CC	
▶ ✓ Ethnicity	
Pacific Islander or Native Hawaiian	
Gender Female	
▶ ✓ Age 18-34	
Are you speaking in a technical se No	ssion on April 10, 11 or 12?
NO	
	these restricted diets? (select all that apply)
Gluten-free	
Emergency Contact Information	1
o i i i	aredness plan, all participants in Collection Systems vide the following information. This information WILL
ONLY be used in the event of an emergen	
* Contact's First & Last Name	Relationship to contact:
Emergency Contact	Relationship

REGISTRATION





Fill out your Profile Information

- Profile
- Emergency contact information
- SMS Alerts
- Review and Accept Terms and Waiver
- Tell us about yourself (fill out demographics) Click on arrows for drop down menus.

Digitally Sign the Waiver

Assumption of Risk

🖀 Dashboard

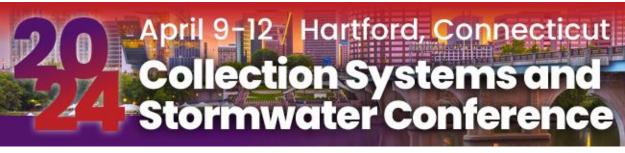
WATER ENVIRONMENT FEDERATION ASSUMPTION OF THE RISK AND WAIVER OF LIABILITY

By registering for the Collection Systems and Stormwater Conference 2024, I attest to and accept the terms and conditions outlined below:

1. I will abide by all safety and health requirements and protocols for the Event and acknowledge and agree that my failure to do the same may result in my removal from the Event and all related activities without any refund or reimbursement.

2. I acknowledge the contagious nature of any communicable disease and voluntarily assume the risk that I may be exposed to or infected by any such communicable disease by attending the Event; and

3. I agree not to sue or bring any action in law or in equity, discharge, and hold harmless the Water Environment Federation, its affiliates, subsidiaries, their respective officers, directors, employees, agents, volunteers, and each of them, from any claims, losses, or expenses arising out of or related to my attendance at the Event including, but not limited to, claims relating to any possible exposure to or contraction of a communicable disease before, during and after the Event.









Tell us about yourself

Click the arrows ► to complete the required fields

Tell us about yourself
* indicates required fields.
What is the nature of your organization?
* What is your primary job function?
* What areas do you consider your key focus areas? (click all that apply)
* Are you a first time attendee?
What is your role in purchasing?

REGISTRATION





Confirm Registration Type

Registration Type

Please select your registration type, by clicking on the title of the registration you would like to purchase.

Workshop options will be displayed on the following page.

Promocode

Apply Code

Full Conference

		Early Bird By Jan 12	Standard On/After Jan 13
0	Full Conference (Nonmember) O More Info	\$1,025.00	\$1,335.00
0	Student: Full Conference (Nonmember) O More Info	\$225.00	\$290.00
One	Day Conference		
		Early Bird By Jan 12	Standard On/After Jan 13
0	Wednesday: One Day Conference (Nonmember) O More Info	\$550.00	\$685.00
0	Thursday: One Day Conference (Nonmember) O More Info	\$550.00	\$685.00

- Enter Promocode if you haven't already or **leave it blank** if you do not have one.
- Choose Registration Type (click + for more information)
- Click "Next" to Proceed

REGISTRATION





Add Your Events

- Click "Add" to select or remove an event.
- Click the title of the Event for more information

Events are not included with conference registration.

Your Events Note: Workshops and Tours are not included with Conference Registration.			
TUESDAY, APR	IL 9, 2024 8:30 AM - 5:00 PM	Early Bird By Mar 1	Standard On/After Mar 2
	rkshop A: Smart Sewer Applications and Utility eriences	\$225.00	\$225.00
Ide	rkshop B: Don't Forget Your Manholes! How to ntify and Properly Select Rehabilitation to end Service Life	\$225.00	\$225.00
TUESDAY, APR	IL 9, 2024 1:30 PM - 5:00 PM	Early Bird By Mar 1	Standard On/After Mar 2
in C and	rkshop C: Financing Stormwater Infrastructure communities: WIFIA, SRFs, and Private Finance, I Technical Assistance via EPA Environmental ance Centers	\$125.00	\$125.00
WEDNESDAY,	APRIL 10, 2024 1:00 PM - 4:00 PM	Early Bird By Mar 1	Standard On/After Mar 2
100	r A: Hartford MDC's South Hartford Conveyance torage Tunnel Project	\$50.00	\$50.00

REGISTRATION





Review and Check Out

- Click the drop-down menu arrows to review information
- At the bottom of the page, click "Pay Now" to proceed.

Review and Check Out	:		
Attendee's First Name Attendee's Las	t Name's Cart	🔂 Add It	ems
Registration (Full Conference) 🖋		\$1,025.00	
Workshop A: Smart Sewer Applications and Utility Experiences	1 @ \$225.00	\$225.00	۵
	Balance Due	\$1,250.00	
Profile & Badge			
Assumption of Risk			
• Tell us about yourself			
Payment			
Selecting "Pay Now" below will redirect yo enter your credit card information. Comp website.	-		

REGISTRATION





Payment

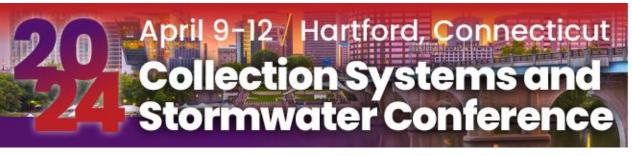
- Review Summary of Charges
- Fill out credit card and billing information.

American Express, Visa or Mastercard are accepted

• Click the green submit button

Not Accepted: Checks, Wire Transfers and Purchase Orders

Review and Check Out			
Attendee's First Name Attendee's Last N	Name's Cart	🔂 Add It	ems
Registration (Full Conference) 🖋		\$1,025.00	
Workshop A: Smart Sewer Applications and Utility Experiences	1 @ \$225.00	\$225.00	Û
	Balance Due	\$1,250.00	
Profile & Badge			
Assumption of Risk			
Tell us about yourself			
Payment			
Selecting "Pay Now" below will redirect you enter your credit card information. Complet website.	· · · · ·		









Questions?

Registration Live Chat Help: Click on "Live Chat" button at bottom right corner of each section

Registration Customer Care:

- <u>E-mail Customer Service</u>
- Globally: (864) 342-6355
- Monday Friday, 9:00 AM 5:00 PM Eastern

WEF Membership Questions:

- csc@wef.org
- Toll Free: 1-800-666-0206
- Globally: +1-571-830-1545

Monday - Friday, 8:30 AM - 5:00 PM Eastern