



**REGISTRATION**



# Attendee Online Registration Tutorial

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## What do I need to register?

- WEF or AWWA 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:  
<https://registration.experientevent.com/ShowWEF246/FLOW/ATT> 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
- **If you are a AWWA member continue as a nonmember**

## Welcome to Registration!

Check to see if you have a WEF Member or Nonmember account already.  
If an account is not found you will be directed to register as a Nonmember.

**New WEF Members:** Please note that **new members** may have to **wait 24-hours** before the **system** recognizes your **membership** and offers the appropriate **member** pricing.

AWWA members without a WEF account should continue as a nonmember.

## WEF Account Lookup

### ▼ Search by Last Name and Email

If you already started or completed a record, please click the **Sign In** option in the upper right.

\* indicates required fields.

\* Last Name

\* Email

If you receive WEF communications  
use that email

Clear

Search

# 2024

WEF / AWWA

February 13-16 / Portland, Oregon

# The Utility Management Conference

# 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.

### Profile

Please complete the following fields and click Next.

Please be aware that your application will time out after 20 minutes of inactivity.

\* indicates required fields.

Promocode

**Apply Code**

\* First Name  Middle

Your First Name

\* Last Name

Your Last Name

Title  \* Company

Your Company Name

\* Address  Address 2

Your Physical Address

Zip/Postal Code  \* City

00000 Your City

State/Province  \* Country

## Read and Sign Waiver

### Assumption of Risk Dashboard

**WATER ENVIRONMENT FEDERATION  
ASSUMPTION OF THE RISK AND WAIVER OF LIABILITY**

By registering for the WEF/AWWA Utility Management 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.

By checking the "I Accept" below and typing your name and date, you hereby accept these terms and conditions.

Please [click here](#) for a pdf version of the this waiver.

\* Please check the box below in order to proceed.

I Accept

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## Tell us about yourself

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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?

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## 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
<input type="radio"/> Full Conference (Nonmember) + More Info	\$1,025.00	\$1,335.00
<input type="radio"/> Student: Full Conference (Nonmember) + More Info	\$225.00	\$290.00

### One Day Conference

	Early Bird By Jan 12	Standard On/After Jan 13
<input type="radio"/> Wednesday: One Day Conference (Nonmember) + More Info	\$550.00	\$685.00
<input type="radio"/> Thursday: One Day Conference (Nonmember) + 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

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## 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 are not included with Conference Registration.

TUESDAY, FEBRUARY 13, 2024 8:30 AM - 5:00 PM		Early Bird By Jan 12	Standard On/After Jan 13
<input type="checkbox"/>	<a href="#"><u>WKA - From Disrepair to Prepared (from reactive to proactive): Leveraging the Fundamentals of Maintenance Reliability for Effective Operations and Sustainable Utility Management</u></a>	\$225.00	\$225.00
<input type="checkbox"/>	<a href="#"><u>WKB - Commissioning Capital Projects as a Life Cycle Process</u></a>	\$225.00	\$225.00
TUESDAY, FEBRUARY 13, 2024 8:30 AM - 12:00 PM		Early Bird By Jan 12	Standard On/After Jan 13
<input type="checkbox"/>	<a href="#"><u>WKC - Resilience Continuum for Assessing and Improving a Utility's Resilience Positioning</u></a>	\$125.00	\$125.00
<input type="checkbox"/>	<a href="#"><u>WKD - Operationalizing Equity, Environmental Justice, and Resilience in your Utility with Advanced Asset Management</u></a>	\$125.00	\$125.00

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## 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

Your First Name Your Last Email's Cart		+ Add Items
Registration (Full Conference)		\$1,025.00
From Disrepair to Prepared (from reactive to proactive): Leveraging the Fundamentals of Maintenance Reliability for Effective Operations and Sustainable Utility Management	1 @ \$225.00	\$225.00
<b>Balance Due</b>		<b>\$1,250.00</b>

▸ Profile & Badge

▸ Assumption of Risk

▸ Tell us about yourself

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## 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

Your First Name Your Last Email's Cart

+ Add Items

Registration (Full Conference) ✎

\$1,025.00

From Disrepair to Prepared (from reactive to proactive): Leveraging the Fundamentals of Maintenance Reliability for Effective Operations and Sustainable Utility Management

1 @ \$225.00

\$225.00



**Balance Due \$1,250.00**

▸ Profile & Badge

▸ Assumption of Risk

▸ Tell us about yourself





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# Questions?

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

## Registration Customer Care:

- [E-mail Customer Service](#)
- Globally: +1 (864)-515-6680
- Monday – Friday, 9:00 AM – 5:00 PM Eastern

## WEF Membership Questions:

- [csc@wef.org](mailto:csc@wef.org)
- Toll Free: 1-800-666-0206
- Globally: +1-571-830-1545

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