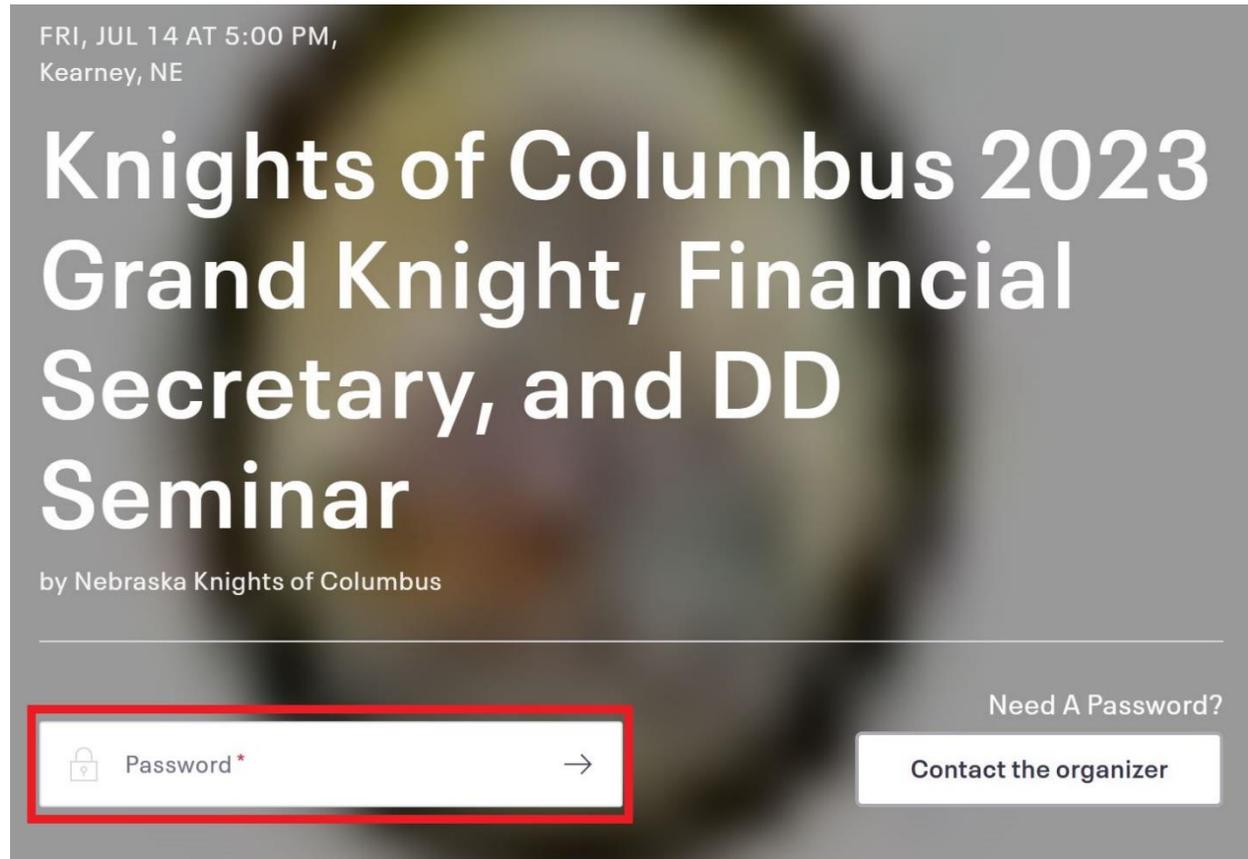
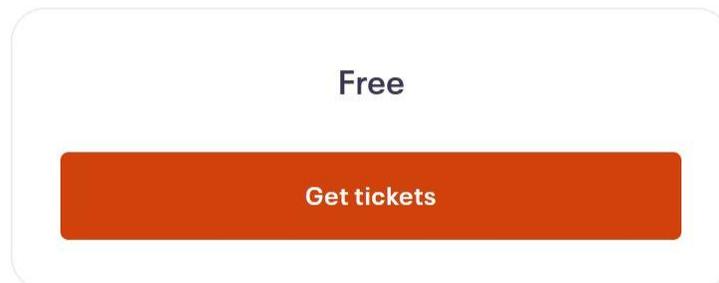


2023 GK, FS, & DD Training Seminar Registration Instructions

- The link below will take you to the Eventbrite Website for Registration
 - <https://nekc2023JulyTraining.eventbrite.com>
 - To login to the site, a password is required. Please contact Jesse Hines at neckmeetings@gmail.com or 615-587-4694
 - Enter the password into the required section and click on the arrow on the right side of the box as shown below.



- This will take you to the event screen. You will then click the red **Get Tickets** button on the right side of the screen. The button will look like this:



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2023 GK, FS, & DD Training Seminar Registration Instructions

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- After you click on the 'Get Tickets' button you will be sent to the promo code page. You must type in your promo code in the box at the top. The **APPLY** button will turn blue. You **MUST** click the blue **APPLY** button. Please note the locations in the below picture.
 - For the correct promo code please contact Jesse Hines



Promo Code

Promo Code

Apply

Registration - I plan to attend	- 0 +
Free	300 Remaining
Sales end on Jun 6, 2023	

Registration - I am unable to attend	Sales ended
Free	
Indicate you will not be able to attend. You will be prompted to provide the reason for your conflict in a follow up question.	

Powered by **eventbrite**

English (US) ▾

Check out

- After you click the apply button a **Green** check mark will show up next to the word **Remove**. There is also a message below your promo code saying that the promo code has been applied. This will reveal your ticket options. Please see below:

2023 GK, FS, & DD Training Seminar Registration Instructions

Promo Code

Promo  Remove

Promo applied. New tickets unlocked below.

Tickets available will indicate your intent to attend, hotel preferences and meal choices.

- Registration
 - I plan to attend
 - I am unable to attend
- Hotel Accommodations
- Meal Choices
- Any Special Events

During the Checkout process you will be asked to Provide the following contact information:

- First Name
- Last Name
- E-mail address
- Cell phone

Answer Supporting Questions to identify your position(s) within the state, hotel room expectations and note dietary restrictions.

- Choose “Primary” Position you hold within the State
 - Indicate if you hold more than one position and type in the additional positions
- Provide Lady’s Name and Email that will attend the Ladies Program if chosen.
- Select nights lodging is requested.
 - Wednesday – Approval of State Deputy required
 - Thursday – Approval of State Deputy required
 - Friday
 - Saturday
- Select Room Type
 - Single Bed
 - Two Beds
 - Suite – Approval of State Deputy required
- Indicate total number of people staying in the room.
- Indicate if you have specific room requests and provide request – request will be forwarded to the hotel for consideration.
 - e.g. Handicap access, etc.
- Indicate if any one you are ordering meals for on this order has specific dietary restrictions or needs.
 - Provide specific restrictions/needs, these will be forwarded on to the hotel for their awareness.
- Indicate if you will be needing a highchair.

Order Completion:

- Once you have selected the tickets you wish to get you will need to click the red **CHECK OUT** button. This will take you to the required information page (as mentioned above). Once you have entered all the information and answered the required questions you will click on the red **REGISTER** button.

2023 GK, FS, & DD Training Seminar Registration Instructions

If you will be needing extra meals (meals that would need to be paid for), you will need to complete a second registration.

- You will use the same link to take you to the Eventbrite Website for Registration
 - <https://nekc2023JulyTraining.eventbrite.com>
 - To login, you will use the same password.
 - After entering the password you will then click the red **Get Tickets** button on the right side of the screen. After you click on the get tickets button you will be sent to the promo code page. You must type in your promo code in the box at the top. The **APPLY** button will turn blue. You **MUST** click the blue **APPLY** button.

The only ticket options available using this code are for paid meals that are not included in the gratuities afforded to your position. You do not have to indicate if you are planning to attend again.

Examples of this would be:

- Children attending any of the meals
- Spouse of a Director
 - This does not include couples that are co-directors (Faith & Family)
- Spouse of a District Deputy

During the Checkout process you will be asked to Provide the following contact information:

- First Name
- Last Name
- E-mail address
- Cell phone

Answer Supporting Questions to identify your position(s) within the state and note dietary restrictions.

- Choose "Primary" Position you hold within the State
 - Indicate if you hold more than one position and type in the additional positions
- Indicate if any one you are ordering meals for on this order has specific dietary restrictions or needs.
 - Provide specific restrictions/needs, these will be forwarded on to the hotel for their awareness.

Order Completion:

- Once you have selected the tickets you wish to get you will need to click the red **CHECK OUT** button. This will take you to the required information page (as mentioned above). Once you have entered all the information and answered the required questions you will click on the red **REGISTER** button.