

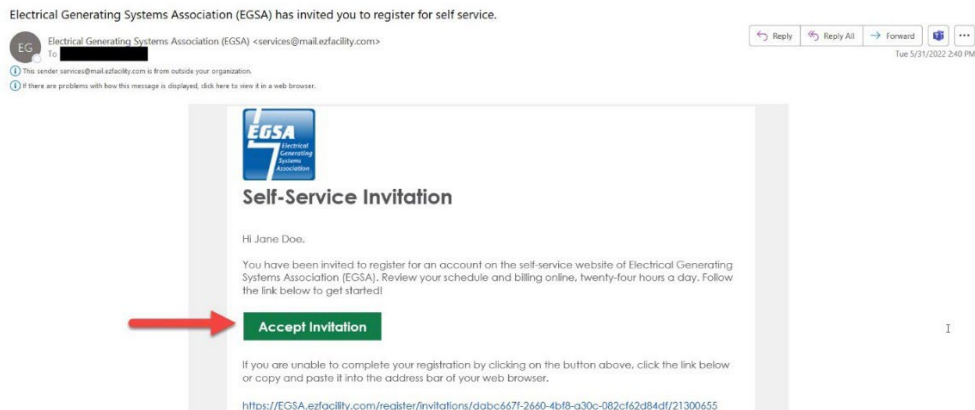
# HOW TO REGISTER FOR EGSA EVENTS

## LOGIN / PRE-REGISTRATION REQUIREMENTS

If you already have a username/password for the NEW registration/membership management solution, [click here to register!](#)

If you are in the EGSA system and don't have a username and password for the new registration/membership management solution, please let us know by emailing [info@egsa.org](mailto:info@egsa.org).

If you did not accept this invite and plan on registering for the conference, please do so prior to registering as accepting the invite will allow you to create a username/password to receive member-based pricing.



**If you are an ACTIVE member and have NOT created your username and password via the Self-Service Invitation, please let us know BEFORE registering. Do NOT make another account for yourself!**

**If you are a non-member or your membership is expired and you have not created your username and password, before registering, [click here to create your account](#) –**

The image shows the EGSA login and registration form. It features the EGSA logo at the top. Below the logo are two input fields: "Username" and "Password", each with a "show" or "hide" icon. There is a "Remember Me" checkbox and a "Having Trouble?" link. At the bottom, there are two buttons: a blue "LOG IN" button and a grey "CREATE ACCOUNT" button with a plus sign icon. A red arrow points to the "CREATE ACCOUNT" button. Below the form is a "Privacy Policy" link.

**Creating an account is a 2-step process. First, you'll enter your Name, Email, Username and Password and then prove you are NOT a robot and select Create Account –**

A screenshot of a web form for creating an account. The form has several input fields: 'First Name' with 'Jane', 'Last Name' with 'Doe', 'Email' with 'Jdoe@egsa.com', 'Username' with 'JDoeEGSA1234', 'Password' (masked with dots), and 'Confirm Password' (masked with dots). Below the password fields is a reCAPTCHA 'I'm not a robot' checkbox which is checked with a green checkmark. To the right of the checkbox is a reCAPTCHA logo and the text 'reCAPTCHA Privacy - Terms'. At the bottom left is a 'CANCEL' button, and at the bottom right is a '+ CREATE ACCOUNT' button. A large red arrow points down towards the 'CREATE ACCOUNT' button.


*Note – Usernames, like emails, need to be unique. If you receive a notification that the username is taken, someone, somewhere, already has that username so you'll need to enter an alternative one (and you can use your email as your username).*

**Then, you'll receive an email notification allowing you to verify the account and complete set up**

Registration Confirmation

EG Electrical Generating Systems Association (EGSA) <services@mail.ezfacility.com>  
To [Redacted]  
① This sender services@mail.ezfacility.com is from outside your organization.  
② If there are problems with how this message is displayed, click here to view it in a web browser.

Reply Reply All Forward [Icons] Tue 6/14/2022 10:19 AM



### Please complete your registration

Dear John Doe,

Thank you for registering at Electrical Generating Systems Association (EGSA)'s self-service portal.

Your self-service portal user name is EGSAJDoe1.

Click the button below to complete your registration.

**Complete Registration**

If you are unable to complete your registration by clicking on the button above, click the link below or copy and paste it into the address bar of your web browser.

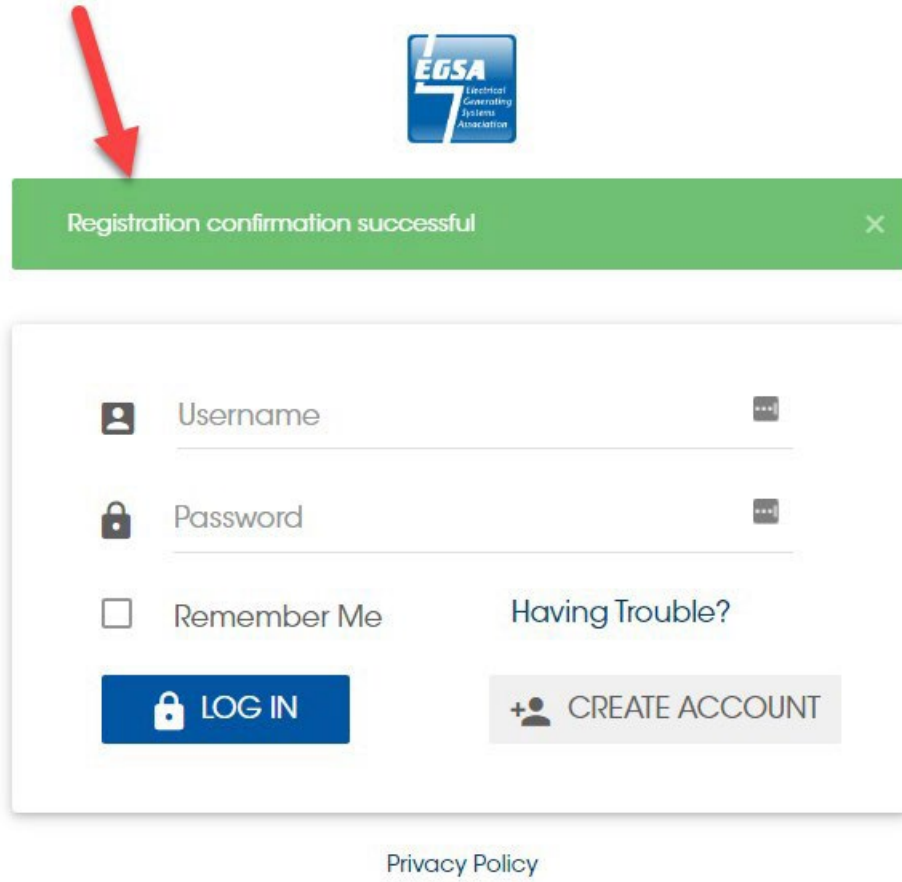
<https://EGSA.ezfacility.com/register/confirmations/28913086/1242936/-3534231983447800447/21361892>

**Note – This does NOT register you for the conference. This is only completing the first step of creating your username and password which can be used for future registrations.**

**From the Complete Registration email, you'll enter your profile information and select Submit**

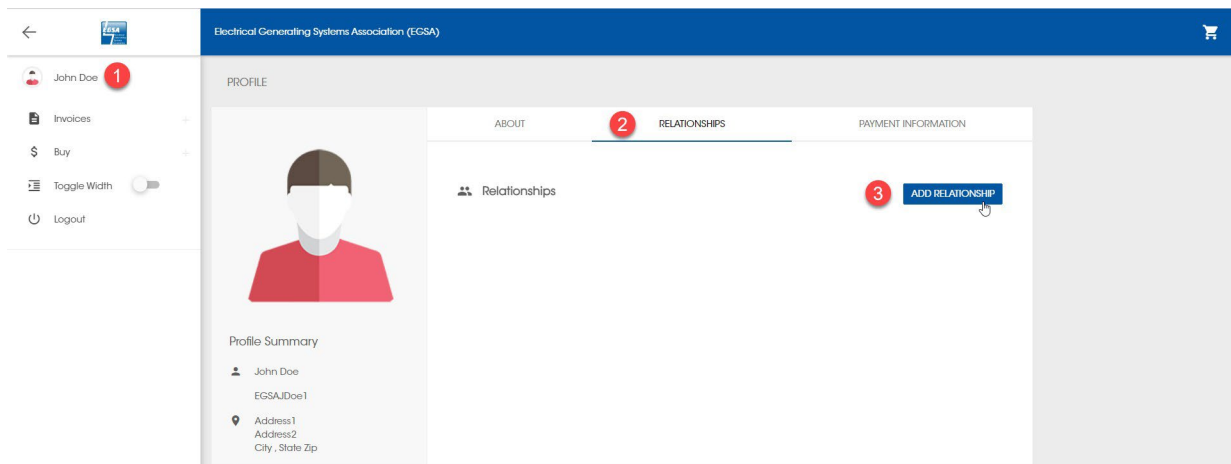
<input type="text" value="John"/>	<input type="text" value="Mobile Phone"/>
<input type="text" value="Doe"/>	<input type="text" value="Work Phone"/>
<input type="text" value="[Redacted]"/>	<input type="text" value="MM DD YYYY"/>
<input type="text" value="Not Specified"/>	<input type="text" value="Referral Source"/>
<input type="text" value="Organization"/>	<input type="text" value="1 Position"/>
<input type="text" value="Address 1"/>	<input type="text" value="2 Badge Name"/>
<input type="text" value="Address 2"/>	<input type="text" value="3 Member Since"/>
<input type="text" value="City"/>	<input checked="" type="checkbox" value="Email Subscriptions"/> Email Subscriptions If you would like to receive emails from us, check the box below.
<input type="text" value="State"/>	<input checked="" type="checkbox" value="Email Campaigns"/> Email Campaigns
<input type="text" value="ZIP"/>	<input checked="" type="checkbox" value="Session Reminders"/> Session Reminders
<input type="text" value="Home Phone"/>	<input checked="" type="checkbox" value="SubscribeCreditCardExpirations"/> SubscribeCreditCardExpirations
	<input type="button" value="SUBMIT"/>

Your account registration is not complete until you've entered all the required information, selected submit and get to this page –



## REGISTRATION PROCEDURES

**If you are registering for others**, once you have created your account, you can login and select your name and go to Relationships to add additional attendees you'll be registering for the conference –



Once you have successfully created your account, [click here to register!](#)