

## HOW TO REGISTER FOR THE ESGA FALL CONFERENCE

## LOGIN / PRE-REGISTRATION REQUIREMENTS

**Fall conference registration is open!** If you already have a username/password for the NEW registration/membership management solution – <u>Click here to register!</u>

If you are in the EGSA system and don't have a username and password for the new registration/membership management solution, on June 6<sup>th</sup>, you should have received a "Self-Service Invitation" (see example below).

**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 need this invite re-sent, please let us know.



If you are an ACTIVE member and have NOT created your username and password via the Self-Service Invitation, please let us know <u>BEFORE registering</u>.

If you are a non-member or your membership is expired and you have not created your username and password, before registering, <u>click here to create your account</u> –



Privacy Policy

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 –



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 Confirmatio	'n					
Electrical Generating S	systems Association (EGSA) <services@mail.ezfacility.com></services@mail.ezfacility.com>	← Reply	≪ Reply All	$\rightarrow$ Forward	<b>i</b>	•••
To To This sender services@mail.ezfacility. If there are problems with how this	com is from outside your organization. message is displayed, click here to view it in a web browser.			Tue 6/14,	/2022 10	:19 AM
	EGSA Electrical Generating Systems Association					
C	Jear John Doe,					
т	hank you for registering at Electrical Generating Systems Association (EGSA)'s se	elf-service po	ortal.			
Y	'our self-service portal user name is EG\$AJDoe1.					
c	Click the button below to complete your registration.					
$\rightarrow$	Complete Registration					
li	i you are unable to complete your registration by clicking on the button above, or copy and paste it into the address bar of your web browser.	, click the linl	cbelow			
H	nttps://EGSA.ezfacility.com//register/confirmations/28913086/1242936/- 554231983447800447/21361892					

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

DOE		Work Phone
		MM 🖌 DD 🔺 YYYY
Not Specified		Referral Source
Organization	±.	
Address 1	.*	1 Position
		Badge Name
Address 2		3 Member Since
City	*	Email Subscriptions
State	*	If you would like to receive emails from us, check the box
ZIP	*	below.
		Email Campaigns 1
Home Phone		<ul> <li>Session Reminders ()</li> </ul>
		SubscribeCreditCardExpiration

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!