



## How to use Iris Registration- it's easy!

### Step One: Create an account.

This login can be used for all future registrations and will enable you to go back to make payments or change registrations. It is quick and easy to set up. Begin by clicking your registration link from the event website.

1. Click the "Sign up with us" button
2. Enter in a valid email and confirm
3. Create and enter a password and confirm
4. Click "Register" to create your account

\*Clicking this button does NOT register you for anything. You will be directed to your event's registration from.

### Step Two: Register for the event.

1. Please read the first page with general information about your registration.
2. Enter the name of the registrant (yourself or family member)
  - a. Please provide accurate information as this is how we will contact you with confirmation, payment details, and any event changes.
3. Click "Continue to Checkout" to be directed to the payment screen.
4. If payment is required, you will be directed to our payment gateway.