

Southeast Arizona Birding Festival Registration Tips & Tricks

Ahead of time:

- Look over the trips and presentations offerings on the website and make your plan for each day.
- Find and print out the Full Festival Schedule pdf and mark your choices to have handy during registration. Sometimes your first choice trips will be full already—have backup options! The pdf can be found in the right hand menu of every festival webpage.

On the 28th, go to the Festival webpage and use any of the "Register now" buttons that will become active at 10am.

- You may want to pull this page up a bit early to reduce the loading time as there will be a lot of traffic on the website that morning.
- After clicking a registration button, you will be taken to a page that will ask for your contact information and will have a box where you can indicate how many attendees you are registering for at that time, as well as a participation waiver.
 - You may be able to save a little time here if your web browser has an auto-fill feature for your contact information, but it is pretty quick to fill out regardless
- The next page will ask for each attendees' emergency contact information, their lunch preferences for any full day field trips, and have the actual selection of activities for each attendee.
 - This is where having a list of the trips and events you want to attend at hand will be helpful. If you know how to use your computer's search function (on a Windows PC this is pressing the Ctrl key and the F key at the same time to bring up a search bar), you can save some time finding each activity by typing in part of the event name in the search bar to jump straight to it, and then select it for each attendee
- Once all of your selections are made, the next page will bring you to a summary of what has been chosen and display the total cost.
- Clicking the *Complete Registration* button will then take you to a secure payment page where you can enter your card details
- Once done, you will receive a confirmation email with your list of activities and receipt. Here, you will also receive a coupon code to use if you want to re-register and add more events; the coupon will waive the one-time registration fee of \$35/person.

We hope all this information helps take some of the stress out of registration! We'll be doing our best to make sure folks get on trips, and will maintain a wait list for anything that fills up. If you have any issues, please contact Diana Rosenblum, drosenblum@tucsonbirds.org or 520-209-1802.

Wishing you a smooth and easy registration!