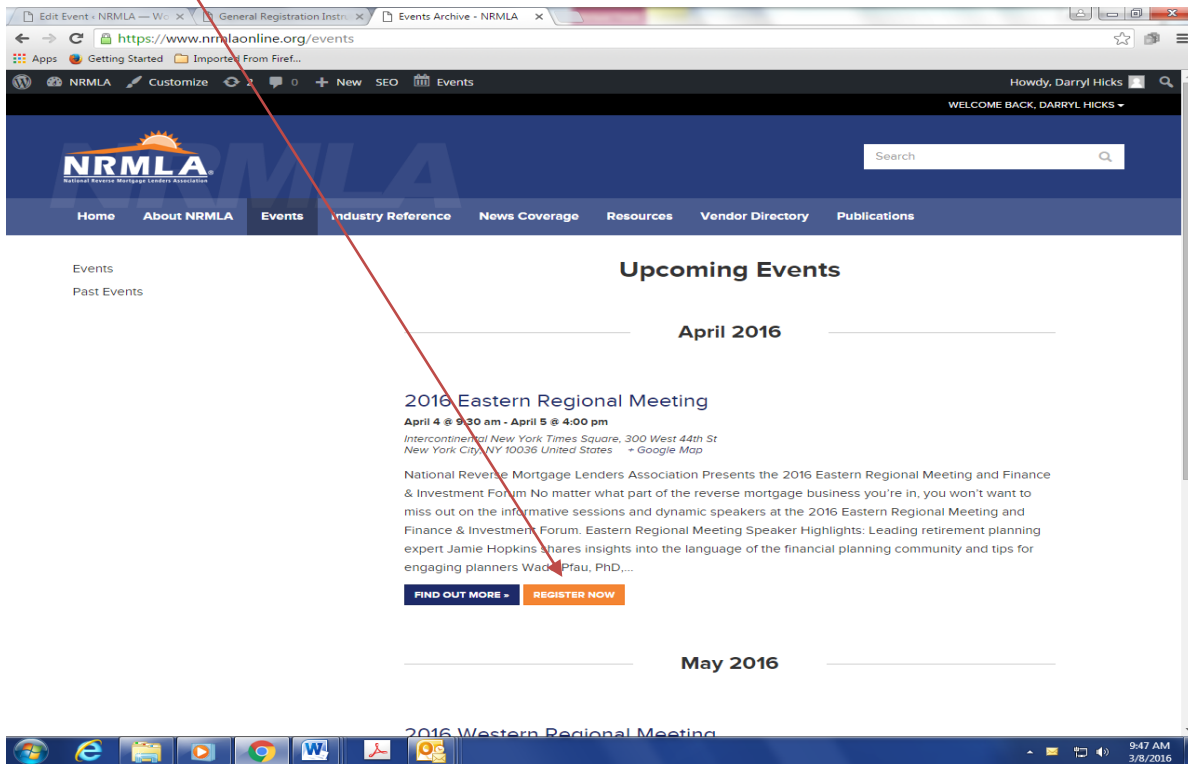
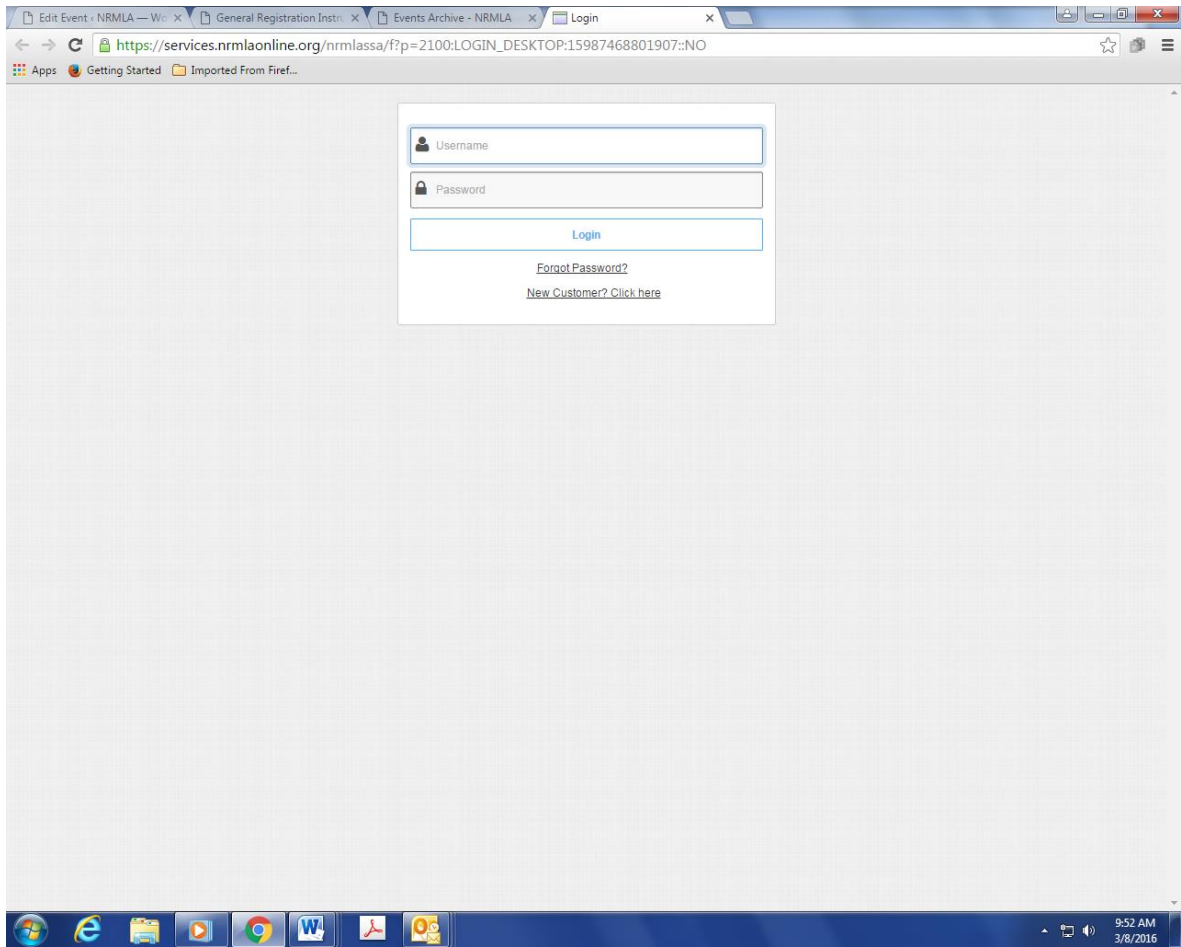




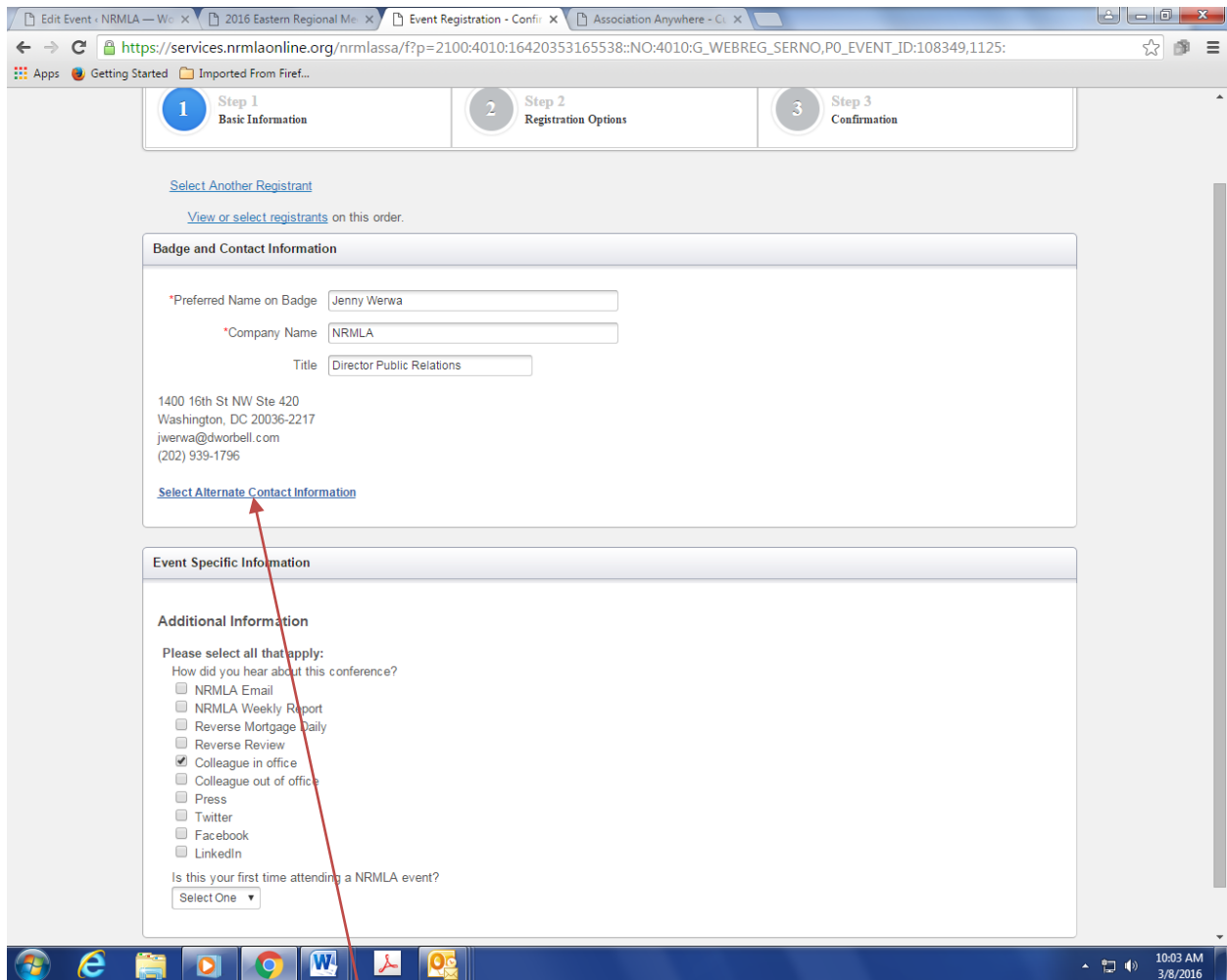
Registration Instructions

1. Select Events from the menu bar and find the event you wish to register for. Click "REGISTER NOW" orange button on the right side.





2. Enter your username and password, or the username and password of the person you are registering. If you don't have a username and password, please contact Darryl Hicks, at dhicks@dworbell.com.



3. After logging in, you will be asked to verify your contact information. If anything has changed, click “Select Alternate Contact Information” and make the necessary changes. While on this page, please let us know how you heard about the conference and whether this is the first time you have attended a NRMLA conference. Click Continue when you are finished.

Registration Information for Darryl Hicks

Item	Day & Time	Quantity	Price	Total Price	Currency
Eastern Regional Meeting					
Eastern Regional Meeting	Monday, April 03 @ 09:00am - Tuesday, April 04 @ 12:00pm	1	555.00	555.00	USD

Event Specific Information for Darryl Hicks

Additional Information

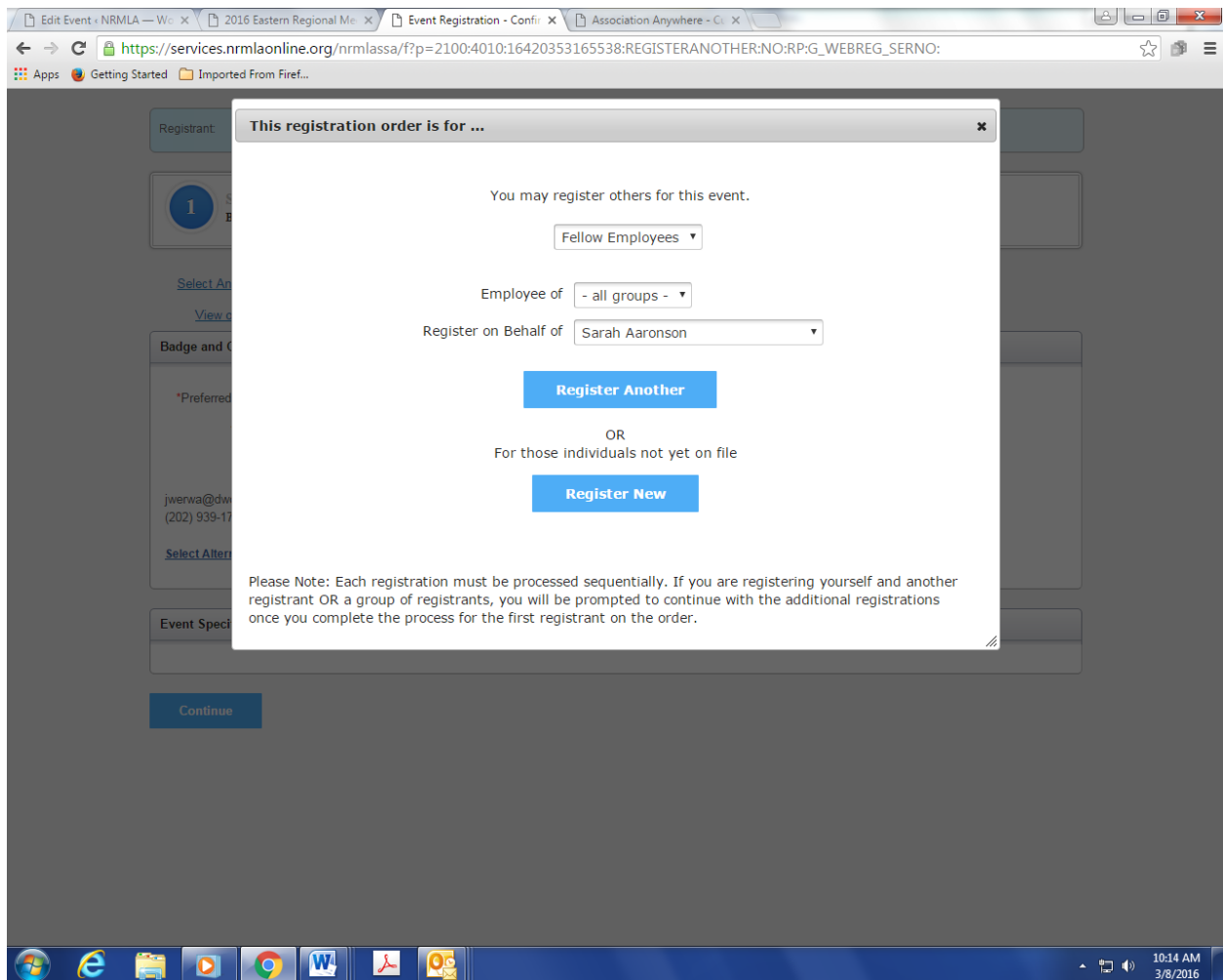
- How did you hear about this conference?
- Is this your first time attending a NRMLA event?

Register Another Individual

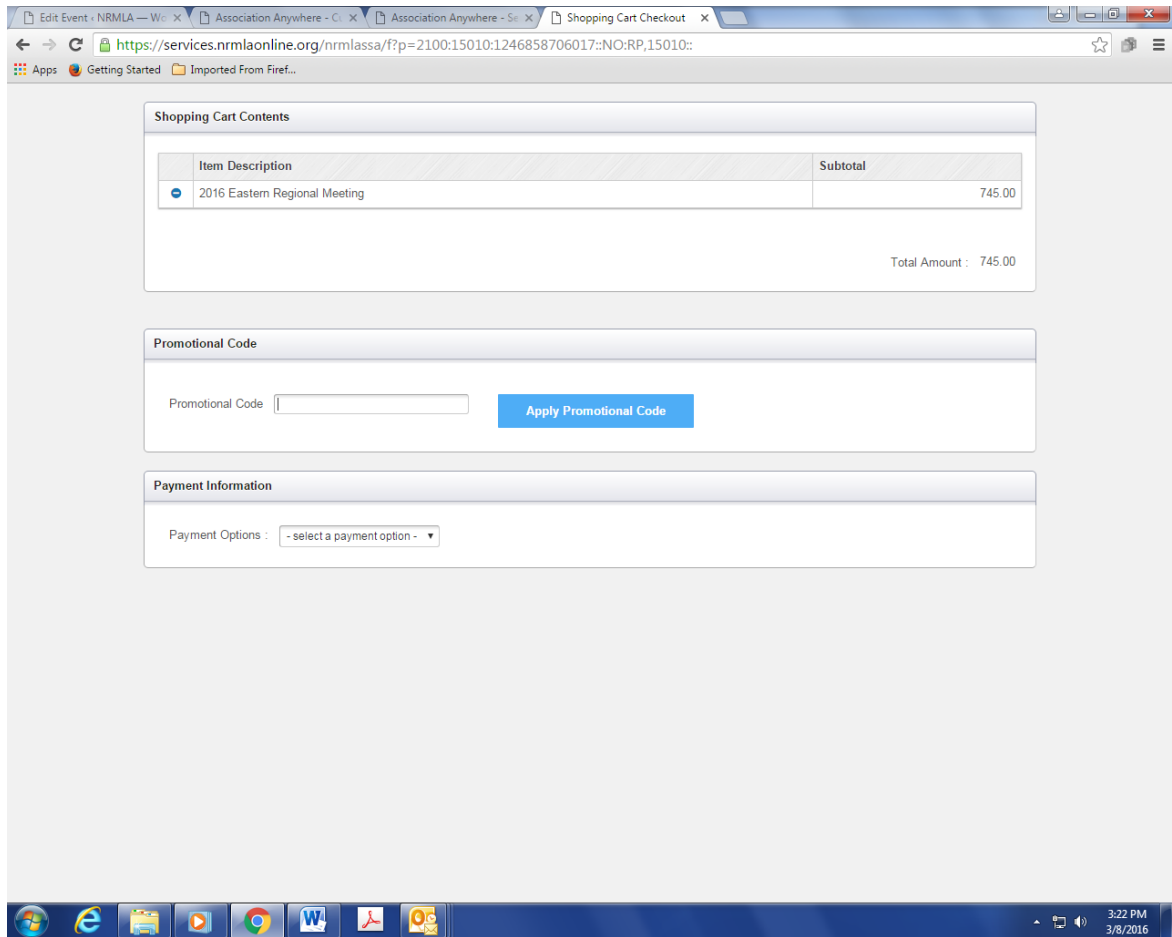
Register for Another Event

Continue

- 4) Review your information. If everything looks okay, click **Continue**. If you want to register another person from the same company, click **Register Another Individual**.



4. To register a colleague, select the person's name from the drop down menu ("**Register on Behalf Of**") and then click **Register Another**. Follow the same steps to register him or her. If the person's name does not appear in the drop down menu, click **Register New**.



7. Final step is to submit payment. You can pay by check or credit card. Once the registration is completed, the person will receive an email confirmation.

Instructions For New Customers

1. If you are a new customer simply click the following [link](#) to create an individual profile.
2. Once you have created a web profile, NRMLA will confirm your record has been created by emailing you a User ID and Password to the email address provided. At that point you may follow the registration instructions provided above for Existing Customers.
3. **Please note, if your company is a member, but you don't have a customer record, please follow these steps before you register for a conference.** Until NRMLA staff links your customer record to the member firm, the system will treat you as a non-member and you will be charged the non-member rate when registering for a conference.

Questions?

Please contact Darryl Hicks, at 202-939-1784 or dhicks@dworbell.com with any questions.