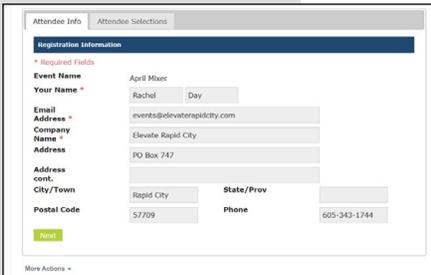


Registration

First, visit the [registration page](#). On the registration page, select the green “Register” button.



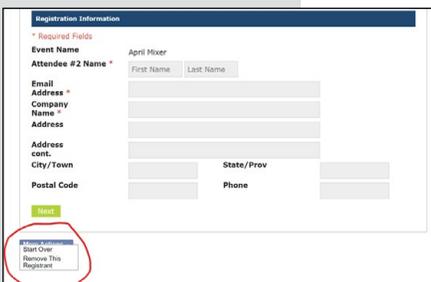
Enter your information

Next, begin entering your information. Since this is a new platform, you must create a new account. Please enter your contact information as you'd like it to be saved in our database for future events. Your company name should autopopulate as your business is an investor. After you've entered your information you will hit the green “Next” box. Be sure to complete all required fields or you won't be able to proceed.



Investor or Annual Mixer Pass?

Select if you're an Investor or if you have an Annual Mixer Pass (AMP). If you have an AMP then you should have received a separate email with instructions.



If you are registering multiple people you will want to make your selection and hit “Save & Add Another Attendee.” If you are registering one person, then simply hit “Save & Finalize Registration.”

Another attendee

Did you accidentally select to add another attendee? Simply hit “More Actions” and then select “Remove This Registrant.” If you didn't do this, you may skip this step and go to the next.

Check here if the billing address is the same as the recipient information

Additional Customer Information

Please Enter Comments Below:

[Proceed To Confirmation >>](#)

Checkout (Step 2 of 2)

Main Street Cart (1)

Are You a Member?

You are not currently signed in. If you are a member, please sign in before proceeding.

Please enter your address and billing information in the form below.

Before finalizing your order, please verify the information below. Then click the "Complete Order" button to complete the checkout process.

Recipient Information

First Name: Rachel

Middle Name:

Last Name: Day

Suffix:

Address: PO Box 747

Qty.	Product	Price
1	Investor	\$15.00
	Promotional Discount Applied (Test)	(\$15.00)
Subtotal:		\$0.00
Grand Total:		\$0.00

[Edit Cart](#)

[Complete Order](#)

Back to shopping > My Cart

You currently have registrations in progress* for the following list of event(s):

- April Mixer (1 attendee)
 - click here to edit your registration
 - click here to cancel your registration

*NOTE: Your registration will be finalized upon checkout.

Qty.	Product	Price
1	April Mixer - Rachel Day	\$15.00
	Investor	
	Promotional Discount Applied (Test)	(\$15.00)
Subtotal:		\$0.00
Total:		\$0.00

[Apply Promotional C](#)
[Update Price](#)
[Clear Entire Cart](#)
[Recalculate](#)

[Continue Shopping](#) [Checkout](#)

Payment

After you selected "Save & Finalize Registration," you will be brought to a payment page where you can enter your credit card information. Once you've entered your information, you will select "Proceed To Confirmation."

Review registration

You will have one more opportunity to review your registration and ensure all information is correct. If it is correct, scroll to the bottom.

Complete order

Assuming all your information is correct, click "Complete Order." If there are errors, select "Edit Cart."

Edit cart

If you need to edit your cart, you will be brought to a page that looks like this. Here, you can edit or cancel your registration. *(Please note: unless you have an Annual Mixer Pass you will not have a Promotional Discount code. This is simply for testing purposes only.)*

Once you've made your changes, select "Checkout" again. You will be prompted to enter your billing information once again and follow the aforementioned steps.

Thank You

[View Invoice/Receipt](#)

Thank you for registering for the April Mixer at Hilton Garden Inn!

As a reminder, **face coverings will be required**

We have a new online check-in process that will be used for this event! Keep an eye on your email for instructions.

If, for some reason, you will no longer be able to attend, please contact us as soon as possible. With social distancing we have had to limit the number of people who can attend and we want to ensure that our waitlist can be accommodated.

Payment

Congratulations! You've successfully completed your registration. Exit the screen and an email will be sent. *If you don't see the confirmation email in your inbox, please check your junk box and mark the email as not junk.*

Additionally, you can select "View Invoice/Receipt" which is located under "Thank You."

If you run into issues registering, please contact Rachel Day. *Please note: you will be required to handle your own registration. The Elevate offices will not be accepting emailed RSVPs.*

Rachel Day, Events & Training Manager
 605.718.8454
 events@elevaterapidcity.com

[Print](#) [Close](#)

Elevate Rapid City **Invoice**

Date	PO	Invoice #
3/24/2021		200000002

Bill To

Rachel Day
 Elevate Rapid City
 PO Box 747
 Rapid City, SD 57709
 United States

Ship To

Rachel Day
 Elevate Rapid City
 PO Box 747
 Rapid City, SD 57709
 United States

PAID

Terms	Due Date
Due on receipt	3/24/2021

Date	Qty	Description	Price	Totals
3/24/2021	1	Investor - Rachel Day	\$15.00	\$15.00
3/24/2021	1	↳ Discount (Store Promo Code)	(\$15.00)	(\$15.00)
Sub-Total				\$0.00
Total				\$0.00
Balance Due				\$0.00

Receipt

If you select "View Invoice/Receipt," this page will appear. You may print this page for your records.