

## Are you registering several staff/board members/guests for SCUCE? You are in luck- we have a GROUP REGISTRATION option.

Here is how it works:

You will start by registering one person and answer the list of questions below. Once you are done with the first person the system will ask you if you want to register another person. If you click register another, it will take you back to the beginning page and take you through the same steps. Once you are done registering everyone in your group, it will take you to the payment page where you can pay for the entire group at the same time.

These are the items you will need to know in to register your group (and list them in order the reg asks it:

- Email Address (the address of the attendee)
- First Name
- Last Name
- Job Title
- Credit Union Name
- Address
- City
- State
- Zip Code
- Work Phone #
- CC Email Address (you can list the address of the person registering if you need copies of what they are sent)
- Dietary Restrictions (food allergies)- if so, will need to list

If you are registering for a group, you will need to click to agree on their behalf for the Event Code of Conduct and COVID Release and Waiver of Liability.

- Emergency Contact:
  - First Name, Last Name, Relationship and Phone Number

- Will you be donating to THE SOUTHEASTERN CREDIT UNION FOUNDATION (SECUF)?
  - o \$25, \$50, \$75 or \$100
- Will you be attending the Poolside Paradise Party? If so, you will need to check this option during registration. If you are bringing a guest (that is **not** registering as an attendee or guest), such as a child, you will need to enter their first name and last name when you get to the Poolside Paradise question.

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Once you get through all the questions, it will take you to another page where you have the option to add another person. The steps will repeat itself. Once all registrations are complete (and you don't have any other people to register for your group), you will be taken to the payment page where you will complete your registration.
Questions? Contact the LSCU Education Team at <a href="mailto:education@lscu.coop">education@lscu.coop</a> .