



**Group
Registration
Instructions**





Submit **ONE** registration form **PER PERSON** attending from your organization.

This meeting will be governed by the PRIA Intellectual Property Rights Policy and the PRIA Antitrust Policy. These policies can be found in the PRIA Operating Rules posted at www.pria.us. By participating, you are agreeing to abide by these Policies.


*If you are a **PRIA Member** or have attended a previous conference or webinar as a **non-member**, you have been **assigned a user ID and password**. If you are unsure of your login credentials or are trying to register someone from your office and you do not have their account information, please email info@pria.us and a member of the PRIA staff will assist you.*

Next



Login to an existing account or click “a new customer” to create an account to place an order.

Please create an account to place an order



an existing customer a new customer

Username *

Password *

 [Reset Password](#)

Click “Add Another Registrant” to search and add your first attendee.

PRIA 2022 ANNUAL CONFERENCE REGISTRATION
Pending Group Registration Order

Your group registration order is "Pending" until you Check Out. While the order is pending, you may add additional registrants later by returning to the registration form before 07/29/2022. If you have not submitted this order by 07/29/2022, it will be cancelled.

PENDING REGISTRANTS (0)

Name	Total
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Total: \$0.00

[Add Another Registrant](#) [Check Out](#) [Cancel](#)

Enter the last name or email address of the individual you would like to register and click “Search.”



Group Registration

Enter the last name or email address of the person you wish to register. If a matching record doesn't exist, you will be able to add them as a new registrant.

After submitting the registration form for each registrant, you will be able to review or remove any registrant before making payment and completing your group registration.

Add Registrant



Click “Select” on the search results when you find the individual you would like to register and fill in all information.

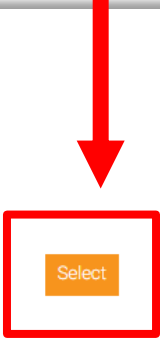
Possible Matches Found: 1

[Search Again](#)

Stevie Kernick (17794)	PRIA s****e@pria.us ***.***.6096	Select
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Can't find who you are looking for? Add them here.
Enter the email address of the person you wish to register. Click Submit to continue to the registration form.

[Submit](#)



Click “Add Another Registrant” to add another first attendee or “Check Out” to complete your purchase.

PRIA 2022 ANNUAL CONFERENCE REGISTRATION

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PENDING REGISTRANTS (2)

Name			Total
Stevie Kernick	view	remove	\$0.00
Jim Thompson	view	remove	\$175.00

Total: \$175.00



[Add Another Registrant](#) [Check Out](#) [Cancel](#)



If you would like a copy of the receipt, input your email in the “Send Copy of receipt to:” field. Registered attendees will also receive a copy of their registration.

PRIA 2022 ANNUAL CONFERENCE REGISTRATION

Pending Group Registration Order

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PENDING REGISTRANTS (1)

Name	Total
------	-------

Coupon Code

If you have a coupon code, enter it below:

APPLY COUPON

Payment Information

Total Amount Due: \$15.00

Please enter the payment information below and submit this form to complete your order.

Payment Method:

[Select a Payment Method] ▼

Email Confirmation

Send registration receipt to:

test@test.com

Send copy of receipt to: (optional) ⓘ

Submit and Complete Order



Please note that only the person that starts a group registration can complete the process.

PRIA staff cannot submit a pending group registration order on your behalf.

If you would like to pay by check for the full order or with a credit card later, select the “Purchase Order (Will Mail Check)” option to complete the order. Payment can be made in full later.

You can put text or a purchase order number in the box. The PO # box is for your use and is not used by the PRIA Office.

If you have any questions about this process, please email coordinator@pria.us or call 919.459.2081 x 6116.

