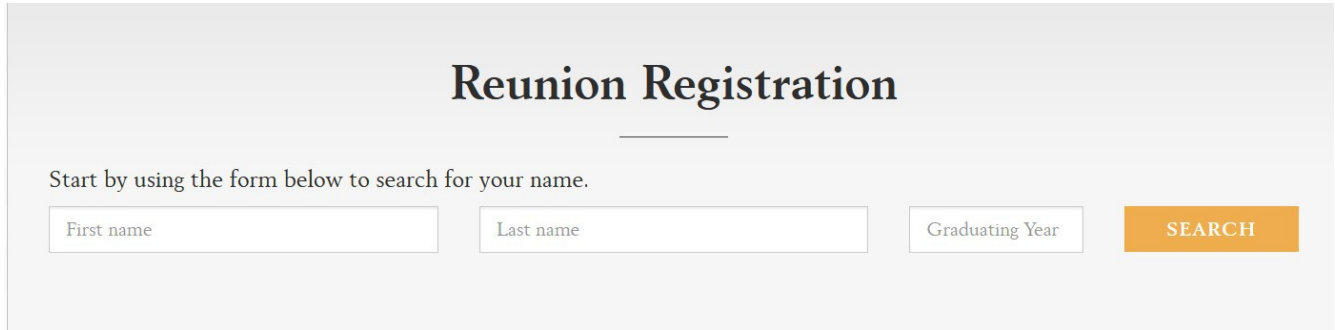


## Reunion Registration Form Instructions

Have your credit card number ready for payment at end of registration.

Click on “*Reunion Information page tab*” then “*Registration Button*”

First Screen will ask you to type in your alumni name then search



The screenshot shows a web form titled "Reunion Registration". Below the title is a horizontal line. The text "Start by using the form below to search for your name." is centered. There are three input fields: "First name", "Last name", and "Graduating Year". To the right of these fields is an orange button labeled "SEARCH".

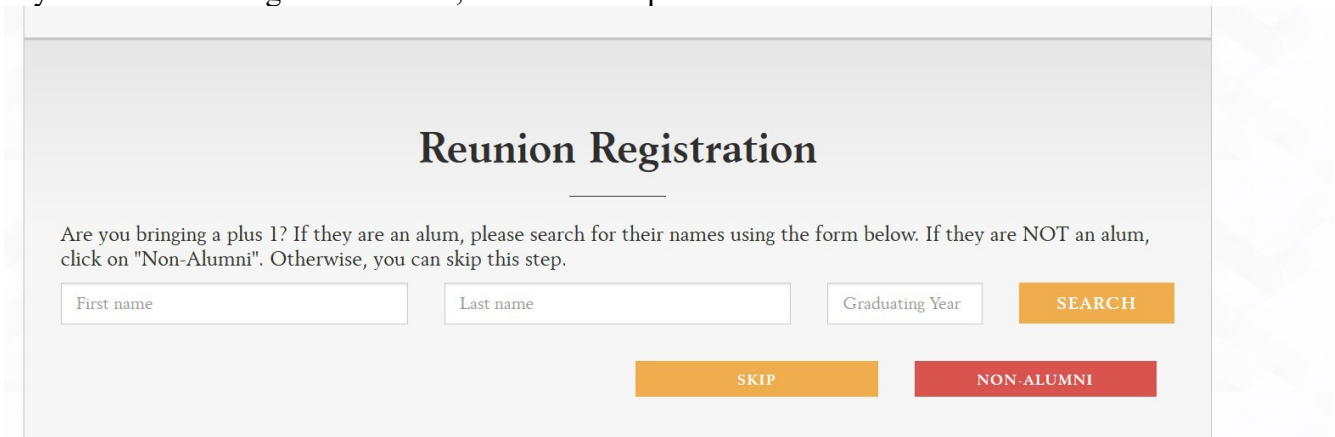
Your name will appear below search with a button “*This is me*”

SCHOOL	YEAR	
Goodland	1973	<a href="#">THIS IS ME</a>

On the next screen will be all the information as it appears in our database. Please review or correct then check the box if you want golf or golf cart or lifetime membership. Click “*NEXT*”

The next screen will be for your plus 1. If your Plus 1 is an alumni then do another search and repeat above steps. If your Plus 1 is a non-alumni then click the “*Non-Alumni*” button and enter their name and check boxes if golfing.

If you are not coming with a Plus 1, then click Skip.



The screenshot shows a web form titled "Reunion Registration". Below the title is a horizontal line. The text "Are you bringing a plus 1? If they are an alum, please search for their names using the form below. If they are NOT an alum, click on 'Non-Alumni'. Otherwise, you can skip this step." is centered. There are three input fields: "First name", "Last name", and "Graduating Year". To the right of these fields is an orange button labeled "SEARCH". Below the input fields are two buttons: an orange button labeled "SKIP" and a red button labeled "NON-ALUMNI".

Click “*Next*”

Last screen will be your payment page. We asked that you do not back out of this page and complete your payment information.

Trouble shooting:

Your registration enters into the system as soon as you click this is me. If you did not complete it the first time, it will only show a “**Pay**” button on the right side when you try again. Please contact us to delete your first attempt so you can start over with registration.

Contact for form issues: [staff@shermancountyalumni.com](mailto:staff@shermancountyalumni.com) or [terri@videoanddesign.com](mailto:terri@videoanddesign.com)  
you can call Terri direct at 888-292-0669.