

Registration for **the 2024 Chequamegon Bay Birding & Nature Festival** opens Wednesday, April 10 at 9am. Hopefully the instructions will help you have a smooth registration experience.

Prior to going online to register gather these three items:

- 1. The Activities you plan on attending Remember you are limited to 4 Field Trips over the 3 days.** Items not titled field trips are the Social & Dinner (21 & 22), Sightings of the Day & Keynote Speaker (#44 & 45) afternoon indoor programs (#18, 19, 20, 41, 42, 43 & 61) and the Sunday Stockton Island Cruise (#62)
- 2. Have 2nd and 3rd choices ready in case your 1st choice is full.**
- 3. The names, contact information, and birthdays of all members of your party (if you don't want to give your actual date of birth make it up)**
- 4. Credit card information**
- 5. Your login-password, if you have one with the online registration provider: Active.com.** If not, you will make one when you register and keep that information for the next time you register. You can not set up a user and password in advance.

Choose Your Trips & Register Online

1. Choose your top 4 choices from our list of Field Trips.
2. No phone, email or mail-in registrations will be accepted.
3. A link to registration will be on our website's homepage starting April 9. However, registration will not open until Wednesday, April 10th at 9am.
4. If a trip is full, you can add yourself to the online waitlist. You will be notified by email if a space becomes available.

Confirmations

5. Confirmation and Festival details will be emailed to you once you have finished registering.

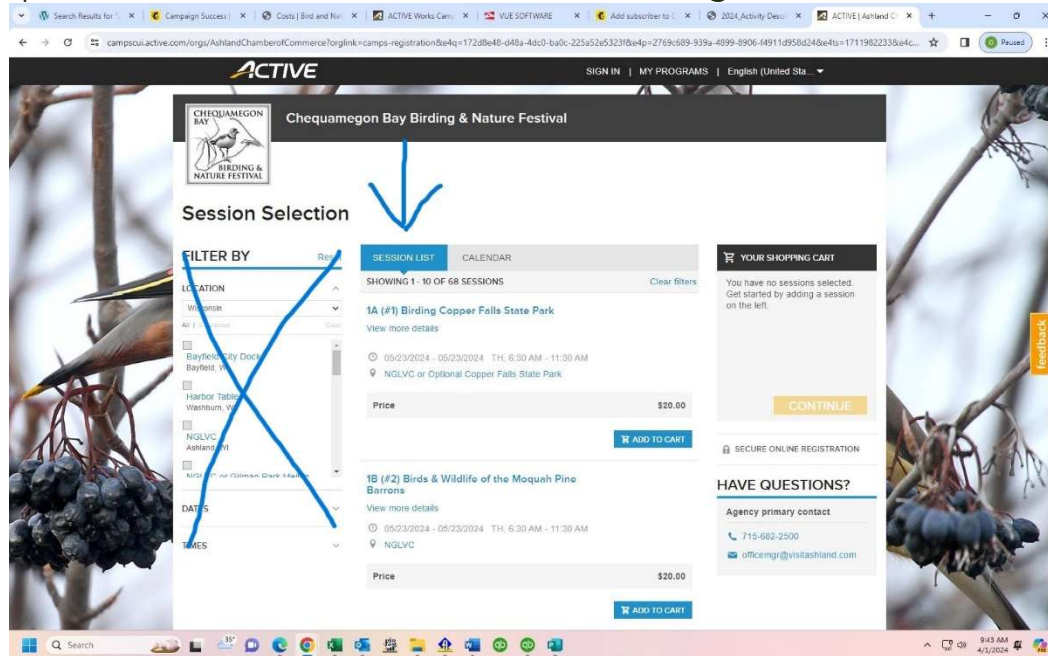
Cancellations

6. Chequamegon Bay Birding & Nature Festival Cancellation policy is: cancel by **May 1, 2024** refunded at 50% of the total cost paid. Cancellations made after **May 1, 2024** will not be refunded. If you need to cancel your registration please email or call us so that space can be made available for others: 715-682-2500/ officemgr@visitashland.com

Continue on next page

Essential Tips for Registration

- Trips are listed in the center under Sessions. Ignore the left side.



- Trips are listed in order of dates and times they occur.
- The system will hold your trips the minute you put them into your cart (yay!). However, if you are inactive on the site (not clicking or entering information) for longer than 15 minutes, your selected trips will be returned to inventory.
- Be sure **ALL your trips are in your cart**, and quantities updated, before you click the orange “Continue” button.
- **Save your credit card.** Opt to keep your credit card information online if you are on a waitlist for an activity.
- **Active.com password:**
 - **If you registered with** Active.com in the past you can use the same password at the **start** of the check-out process.
 - **If you are new to Active** you will create an account and password at the end of your 2024 Chequamegon Bay Birding & Nature online registration process.

When registering Before you get started:

It is best to know which trips you'd like to attend prior to registration. We recommend selecting your top 4 desired trips and 2 back up trips in case your first choices fill quickly. Additionally, be sure to have ALL your guest

information handy (name, email, phone number, date of birth, address and which trips they are attending).

Reminder: The system will hold your trips the minute you put them into your cart (yay!). However, if you are inactive on the site (not clicking or entering information) for longer than 15 minutes, your selected trips will be returned to inventory.

Let's get started!

Add your trips to your cart by selecting Add at the end of the listing. If you are registering more than one person to the right in your shopping cart you add the quantity you are registering (When you get to the check-out portion you will add their names and other information)

The screenshot shows a web browser window displaying the 'Chequamegon Bay Birding & Nature Festival' website. The page is titled 'Session Selection' and features a 'FILTER BY' sidebar on the left with sections for 'LOCATION', 'DATES', and 'TIMES'. The main content area shows a 'SESSION LIST' with two sessions: '1A (#1) Birding Copper Falls State Park' and '1B (#2) Birds & Wildlife of the Moquah Pine Barrons'. Each session listing includes the date, time, location, and a price of \$20.00. A blue 'ADD TO CART' button is highlighted with a blue circle next to the first session. To the right, a 'YOUR SHOPPING CART' section shows the selected item with a 'CONTINUE' button, also highlighted with a blue circle. Below the cart, there is a 'SECURE ONLINE REGISTRATION' button and a 'HAVE QUESTIONS?' section with contact information for the agency primary contact.

DO NOT PRESS CONTINUE in the box to the right UNTIL ALL YOUR TRIPS ARE IN YOUR CART.

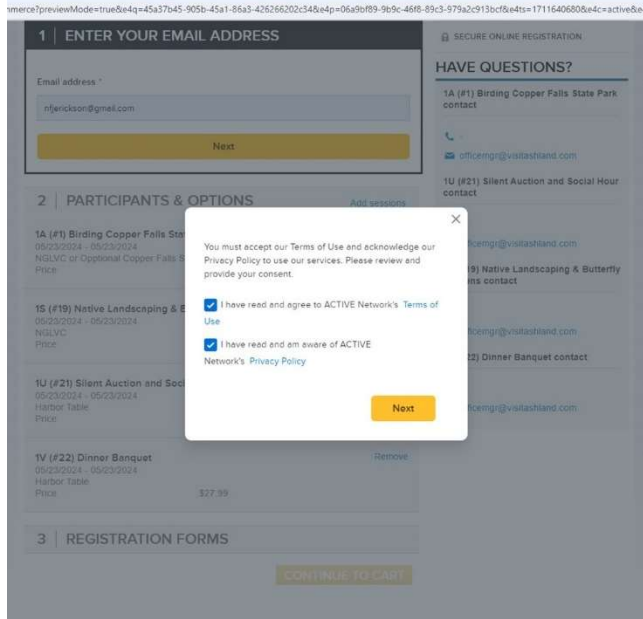
Continue to scroll down the list of Session Selections, adding the activities you would like to participate in into your cart. Pricing will not show up in your cart until you are finished choosing activities and click the CONTINUE button on the right.

Once you have ALL your desired activities in your cart and double checked the quantity, THEN click "CONTINUE" on the right.

Next enter your email address.

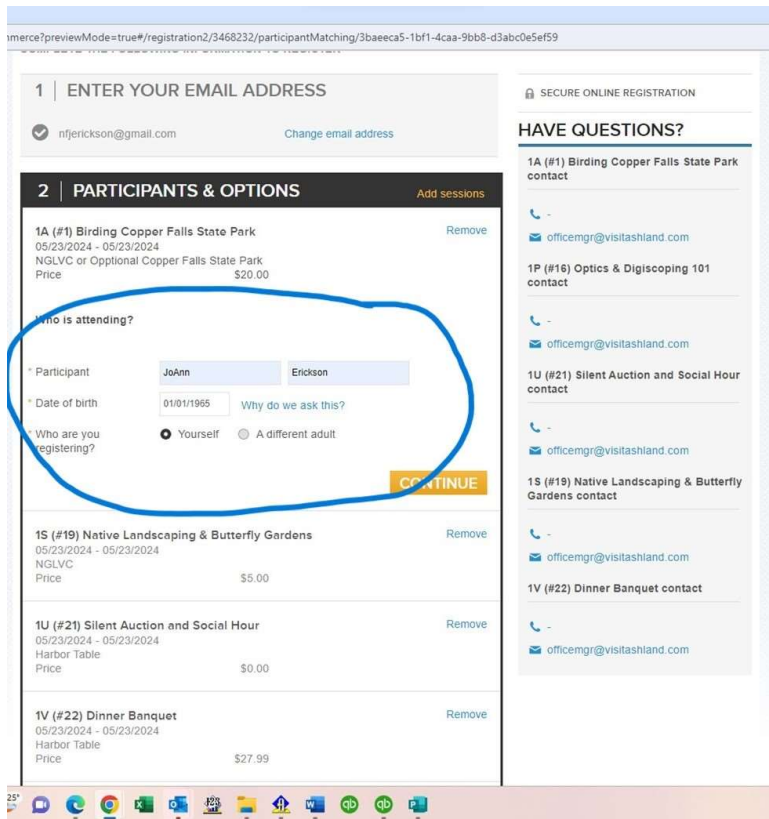
The screenshot shows a web browser window with the URL `mmerce?previewMode=true#/registration2/3468232/login/prompt`. The page is titled "1 | ENTER YOUR EMAIL ADDRESS" and features a "SECURE ONLINE REGISTRATION" lock icon. Below the title is an input field for "Email address" containing `officemgr@visitashland.com` and a yellow "Next" button. To the right, a "HAVE QUESTIONS?" section lists four activities with contact information: "1A (#1) Birding Copper Falls State Park contact", "1U (#21) Silent Auction and Social Hour contact", "2B (#26) Sea Caves Nature Hike contact", and "1V (#22) Dinner Banquet contact". Below this is a "PARTICIPANTS & OPTIONS" section with a "Add sessions" link and a list of four items, each with a "Remove" link: "1A (#1) Birding Copper Falls State Park" (05/23/2024 - 05/23/2024, NGLVC or Optional Copper Falls State Park, Harbor Table, Price \$20.00), "1U (#21) Silent Auction and Social Hour" (05/23/2024 - 05/23/2024, Harbor Table, Price \$0.00), "1V (#22) Dinner Banquet" (05/23/2024 - 05/23/2024, Harbor Table, Price \$27.99), and "2B (#26) Sea Caves Nature Hike" (05/24/2024 - 05/24/2024, NGLVC or Meyers Beach, Price \$20.00). At the bottom, a "3 | REGISTRATION FORMS" section contains a yellow "CONTINUE TO CART" button.

- If you registered online with Active.com before you will be prompted to enter your Active.com password (you made an Active account when you registered previously).
- If this is your first time using Active registration, no problem. Type in your email and a box will pop up.



- Answer these questions
 You must accept Active's Terms of Use and acknowledge our Privacy Policy to use our services. Please review and provide your consent. I have read and agree to ACTIVE Network's Terms of Use
 I have read and am aware of ACTIVE Network's Privacy Policy
 Then click NEXT

Participants and Options – this is where you list who is going to what event. This will take a little time because you have to do each activity...so be patient.



In this section you will see each Activity you selected broken down into the number of attendee spaces you reserved.

Please take your time and be accurate, as this information populates our trip rosters.

Once you have entered your name it will pop up in each activity selection.

If you have chosen quantity of 2 for an activity, the system will have you go through the activities once for you and then circle back for the 2nd person.

When adding another person just choose Register a new person. Add

their name and then their name will appear in the dropdown box. So.. pay attention to the activity name when inputting the name of the person registering.

The screenshot shows a registration form for an activity titled "1V (#22) Dinner Banquet" with dates "05/23/2024 - 05/23/2024" and a price of "\$27.99". Under the heading "Who is attending?", there is a "Person" dropdown menu. The dropdown is open, showing "Select one" at the top, followed by "JoAnn Erickson" (highlighted with a blue circle) and "Register a new person" (also highlighted with a blue circle). A "CONTINUE" button is visible to the right of the dropdown. Below the form, there is a navigation bar with "3 | REGISTRATION FORMS" and a "CONTINUE TO CART" button.

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Registration Form

Enter contact information for yourself.

Be sure to enter cell phone numbers so we can reach you for any last-minute changes to a Field Trip.

If you are registering for more than one person, after you enter your information, the program will move on to the next person. It will automatically enter their name and the address you put in for the first person. If that is different from yours here is where you will fill in

The screenshot shows a registration form for "JoAnn Erickson" with the option to "Update basic information". The form contains the following fields: "First name" (JoAnn), "Last name" (Erickson), "Email address" (njferickson@gmail.com), "Home phone number" (text input), "Country" (United States dropdown), "Address" (text input), "Address line 2" (text input), "City" (text input), "State" (Select one dropdown), and "ZIP" (text input). A "CONTINUE" button is located at the bottom right. Below the form, there are two sections: "Denise Chamber" with an "Edit" link, and "Waivers and Agreements" with an "Edit" link. At the very bottom, there is a "CONTINUE TO CART" button.

their information. If their information is the same you just have to add an email address. If you add their email address they will get THEIR confirmation of activities not YOU. If you want to receive their

confirmation to double check your registrations add your email address.

merce?previewMode=true#/registration2/3468232/waivers

05/23/2024 - 05/23/2024
Harbor Table
Price \$27.99

3 | REGISTRATION FORMS

✓ JoAnn Erickson [Edit](#)

✓ Denise Chamber [Edit](#)

Waivers and Agreements

Please read the following waivers and agreements carefully. They include release of liability and waiver of legal rights, and deprive you of the ability to sue certain parties. By agreeing electronically, you acknowledge that you have both read and understood all text presented to you as part of the registration process.

I agree to the Active Agreement and Waiver*

Digital Signature

Write your signature
By signing my name below, I acknowledge that I have read and agree to all the waivers and agreements that I have selected above.

[Clear](#)

Type your signature

[CONTINUE TO CART](#)

Terms of Use Copyright Policy Your Privacy Rights Contact Cookie Settings

Waiver Agreement and Signature


Please read, click agree and sign your name or initials.

Review your cart and check out.

Please go over your cart and make sure you have the correct names listed in the activities.

Your total will be at the bottom of your cart.

ACTIVEMY PROGRAMS



Chequamegon Bay Birding & Nature Festival


Registration is in preview mode and orders will not be processed.
Only credit card and electronic check are available in preview mode.

Review cart & check out

ORDER DETAILS

[+ Add Another Registration](#)

ITEMS	TOTAL
1A (#1) Birding Copper Falls State Park Edit Remove Price 05/23/2024 - 05/23/2024 Th 6:30 AM - 11:30 AM NGLVC or Optional Copper Falls State Park JoAnn Erickson	\$20.00
1S (#19) Native Landscaping & Butterfly Gardens - Price Edit Remove 05/23/2024 - 05/23/2024 Th 2:00 PM - 3:00 PM NGLVC JoAnn Erickson	\$5.00
1U (#21) Silent Auction and Social Hour Edit Remove - Price 05/23/2024 - 05/23/2024 Th 4:30 PM - 6:00 PM Harbor Table JoAnn Erickson	\$0.00
1V (#22) Dinner Banquet - Price Edit Remove 05/23/2024 - 05/23/2024 Th 6:00 PM - 7:30 PM Harbor Table JoAnn Erickson	\$27.99



ACTIVE REFUND

* Make your registration refundable via ACTIVE Refund. Receive a refund of \$52.99 if you are unable or unwilling to attend your activity for any reason.

By clicking yes, you are adding an additional ACTIVE Refund fee of \$10.60 to your total cart amount, and you are agreeing to the [Terms & Conditions for ACTIVE Refund](#). ACTIVE Refund refund requests must be submitted no later than 48 hours prior to your activity date, and activities that are cancelled, postponed, or changed from a live activity to a "virtual" or online format are not eligible for a refund via ACTIVE Refund. The fee to purchase ACTIVE Refund is generally non-refundable.

YES

No

CHECK OUT

PAYMENT INFORMATION

* PLEASE SELECT A PAYMENT METHOD



Use your credit card



PAY WITH CREDIT CARD



Use your checking or savings account

FAST DEBIT FREE SECURE

PAY WITH ELECTRONIC CHECK

[Learn more about Electronic Check](#)



Wildcard SSL Certificate

ACCOUNT CREATION

Required fields are marked *



Active Insurance

In this section you have to check either yes or no.

The **Chequamegon Bay Birding & Nature Festival** has a refund policy, if you cancel by May 1st you can receive 50% of the registration costs back. (if this is ok with you check NO)

If you would like to pay an additional fee to get insurance on your registration, check YES. This section will tell you what your refund would be and the cost for the refund insurance. Please read the fine print if you choose Yes. If you choose YES, we cannot change or refund

this. The fee to purchase ACTIVE Refund is non-refundable.

If your order looks good, enter your credit card information in the appropriate box. A processing fee will be added to cover the convenience of online registration.

Note: We'd appreciate if you opt to keep your card on file so we can more easily add you from waitlists or modify your order as requested.

After you have entered your credit card information you will then enter your ACCOUNT CREATION. Here is where you set your password. Write this password down, it will speed up the process next time.

You are all done! You can select See Detail for a full list of the trips you registered for. Your registration confirmation details will automatically be emailed to you.

BILLING INFORMATION

JoAnn Erickson
3300 City Heights Rd
Ashland, WI
54806-2554
United States
njferickson@gmail.com

[Make Changes](#)

ACCOUNT CREATION

Required fields are marked *

Email address *

njferickson@gmail.com

Password *

Passwords must be eight or more characters and contain three of these: lowercase, uppercase, numeric, and special characters.
Passwords can't be the same as the username.
Your previous five passwords can't be used.
Passwords can't be commonly used.

Confirm password *

COMPLETE

Summary of online registration.

Step 1: Add activities to cart

Step 2: Change quantity for each activity to the number you are registering to attend

Step 3: After continuing to next page, enter your email & agree to Active policies

Step 4: Enter participant for each activity

Step 5: Enter contact info for each participant (Tip: can auto-fill)

Step 6: Agree to & sign waivers

Step 7: Review cart & check out (including account creation)