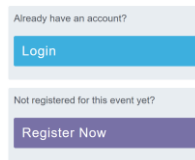


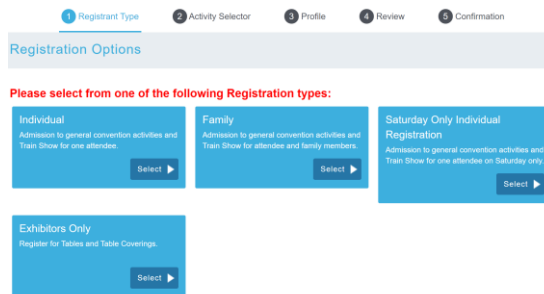
INSTRUCTIONS FOR SATURDAY ONLY REGISTRATION
MAY 21, 2022
INDY JUNCTION 2022
May 18 – 22, 2022

Saturday Only Registration is available for May 21 and includes all convention events on that day, except any extra-fare activities. Admission to the Train Show (Saturday only) is included. Family rates do not apply; each attendee must register separately.

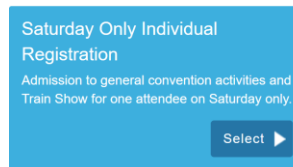
Registration for the convention was contracted out to a third-party vendor but is being managed by members of the Indy Junction 2022 Convention team. When you click the link to register, you will automatically be redirected to the secure registration site. There you will be presented with the following options:



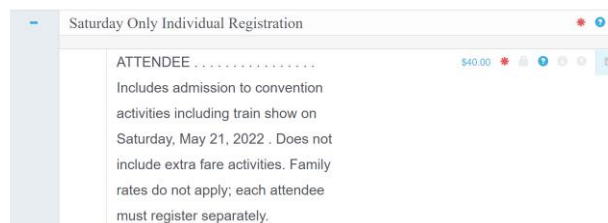
You will select “Register Now” if visiting the site for the first time. Here you will be presented with the following options:



1. Click “Select” in the Saturday Only Individual Registration box.

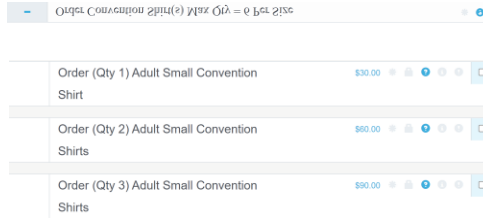


2. Inside the ATTENDEE box, you will see that it is pre-selected.



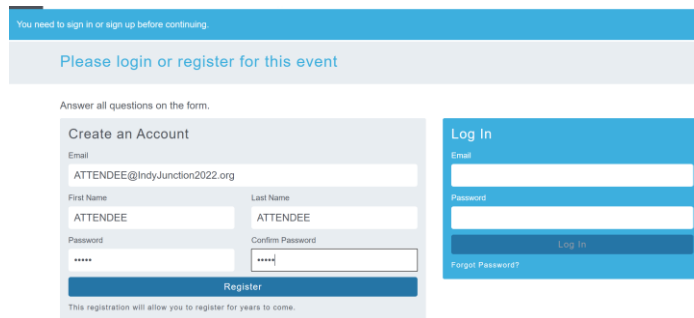
INSTRUCTIONS FOR SATURDAY ONLY REGISTRATION
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3. Make convention selections for the **ATTENDEE** from the following options:

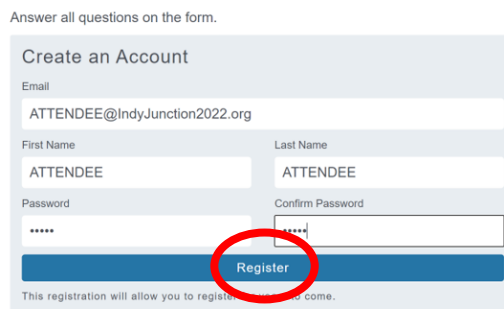


Convention Shirts are available in sizes S to 3X, priced \$30 - \$32 - \$34 depending on size. If you wish to order 1, 2, or 3 shirts of the same size, simply select 1, 2, or 3. To order 4 shirts of the same size, select 1 AND 3. To order 5 shirts of the same size, select 2 AND 3. To order 6 shirts of the same size, select 1, 2 AND 3. Example above shows options for Small Convention Shirts. You will see the same options for the other sizes. NOTE: Convention Shirts are available for pre-order only. They will not be available for sale at the convention. Watch <https://www.indyjunction2022.org> for notification of order cutoff date. After making the selections, click Next.

4. Create **ATTENDEE** account.



5. When finished creating **ATTENDEE** account, click Register.



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6. Complete profile information for **ATTENDEE**. When finished, click Next.

Your Profile

Fields marked with an * are required

First Name *

Last Name *

Address

Street * Unit 2

County * State *

United States Zip code *

Interstate

Mobile Phone You can opt-out of receiving text messages if you have this field blank. By providing a phone number you agree to receive text messages (SMS) from us.

Name (First Name or Nickname) you would like on your badge *

MMRA Number (if applicable)

MMRA Region (if applicable)

MMRA Division (if applicable)

MMRA SMR Number (if applicable)

7. Read the Statement of Policy, input first & last initial where indicated. The Agree & Confirm button will turn blue. If it does not turn blue, make sure the initials you entered are the first and last initial of the name as entered in the Profile.

Statement of Policy for Convention Refunds

CANCELLATION/REFUND POLICY

The cancellation and refund policy below covers, but is not limited to, convention registration fees, convention activities requiring additional fees, and exhibitor table fees.

- All requests for cancellation/refund shall be e-mailed to the Registrar (Registrar@indyjunction2022.org) prior to the beginning of the convention. Registrants who fail to attend the event without making prior arrangements will not receive refunds.
- If the registrant properly cancels a registration prior to April 1, 2022, a full refund will be permitted, less applicable bank card transaction fees.
- If the registrant properly cancels a registration on or after April 1, 2022 and prior to the start of the convention, 50% of the registration fee may be refunded, less applicable bank card transaction fees, subject to approval by the Indy Junction 2022 Finance Chair whose decision is FINAL.
- All other refund requests must be submitted to the Registrar (Registrar@indyjunction2022.org) and will be considered on a case-by-case basis. The Indy Junction 2022 Convention Registrar will, at his discretion, make a recommendation to the Indy Junction 2022 Finance Chair who is the only one authorized to make refunds.
- All non-refundable registration fees can be considered by the registrant as a non-refundable donation to the MMRA.
- The event organizers reserve the right to cancel any convention activity at any time, and shall refund the full amount of registration fees for that activity to the registrant. Such cancellation of a specific convention activity or activities is not sufficient reason to request a refund of any other registration fees. Cancellation of the entire event will result in a full refund of registration and related fees (less bank card transaction fees).
- No refund will be granted on unused Finesse Of The Freight Car Banquet tickets unless a registration fee refund is also granted.
- Unless otherwise notified by Indy Junction 2022 Convention organizers, all refunds will be processed within 30 days of the end of the convention.

Please review the terms and conditions in the file. Please do not cancel "at" the convention.

Initials

Your Initials

8. Click Agree & Confirm.

Statement of Policy for Convention Refunds

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Initials

Your Initials

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9. Verify that the ATTENDEE Schedule Summary is correct.

Review & Check Out

Almost there!
Please confirm any requirements and checkout below in order to successfully complete your registration.

Schedule Summary
Items you are registering for now:
Saturday Only Individual Registration

ATTENDEE	Includes admission to convention activities including train show on Saturday, May 21, 2022 .	\$40.00
Does not include extra fare activities. Family rates do not apply; each attendee must register separately.		

Add Items

2. Checkout

Pay by Credit Card

Pay Instantly & Securely Using your Credit Card

Credit Card Information

Name on Card Card number

Exp month Exp year CVV

Address

Line 1 Line 2

Country State

City Zip code

Phone

Total: \$85.00 Confirm & Pay

10. If you would like to order a convention shirt but did not make the selection, click "Add Items", repeat steps (2) through (9). NOTE: Convention Shirts are available for pre-order only. They will not be available for sale at the convention. Watch <https://www.indyjunction2022.org> for notification of order cutoff date.

Review & Check Out

Almost there!
Please confirm any requirements and checkout below in order to successfully complete your registration.

Schedule Summary
Items you are registering for now:
Saturday Only Individual Registration

ATTENDEE	Includes admission to convention activities including train show on Saturday, May 21, 2022 .	\$40.00
Does not include extra fare activities. Family rates do not apply; each attendee must register separately.		

Add Items

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11. Almost done! After additional items are entered or if no additional items are desired, verify the selections are correct and proceed with credit card information. The address used in the ATTENDEE profile automatically populates the credit card screen. Please verify that the address is the correct one for the credit card being used.

The screenshot shows a checkout page titled "2. Checkout" with a "Pay by Credit Card" button. The main heading is "Pay Instantly & Securely Using your Credit Card". Below this is a "Credit Card Information" section with fields for "Card number", "Exp month", "Exp year", and "CVV". Below that is an "Address" section with fields for "Line 1" (containing "CLING STREET"), "Line 2" (containing "Street Address 2"), "Country" (set to "United States"), "State" (set to "Alabama"), "City" (containing "anywhere"), and "Zip code" (containing "12345"). There is also a "Phone" field. At the bottom left, it says "Total: \$85.00" and at the bottom right, there is a green "Confirm & Pay" button.

12. Click Confirm & Pay. You will receive an email confirmation and summary of the convention activities selected, along with a receipt for your credit card transaction.

This is a close-up of the "Confirm & Pay" button from the previous screenshot. The button is green with white text and is circled in red. To its left, the text "Total: \$85.00" is visible.

Remember the email address and password used for registration; you will be able to log in to your account and add convention activities if any are added to the schedule after you registered.

You are not considered “registered” until you confirm and pay. If you create your account, enter some information but don’t follow through to complete payment, the registration system “remembers” you as having an account, but not as a *registered* guest, therefore, you can’t simply use the “LOGIN” button. To get back into the system to complete your registration:

- Select Register Now.
- Select Saturday Only from the Registration Types.
- Select the ATTENDEE option. Click Next.
- Type the email address used previously when your account was created. You will note that it populates in the LOGIN Box.
- Type the password where requested in the Register Now box. You will get the following message:

INSTRUCTIONS FOR SATURDAY ONLY REGISTRATION

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• Email exists. You may already have an account. Please try to log in.

- Insert the password in the LOGIN box.
- This generates the ATTENDEE profile page. Click Next.
- Complete Steps (7) – (12) as needed to complete your registration.

THANK YOU for registering for Indy Junction 2022! We look forward to seeing you there!



National Model Railroad Association Multi-Regional Convention
Midwest, North Central, & Mid Central Regions
and the RPM Conference
May 18-22, 2022
Indianapolis, Indiana