

# Registering for an ALHFAM Conference on the Website

Go to [www.alhfam.org](http://www.alhfam.org)

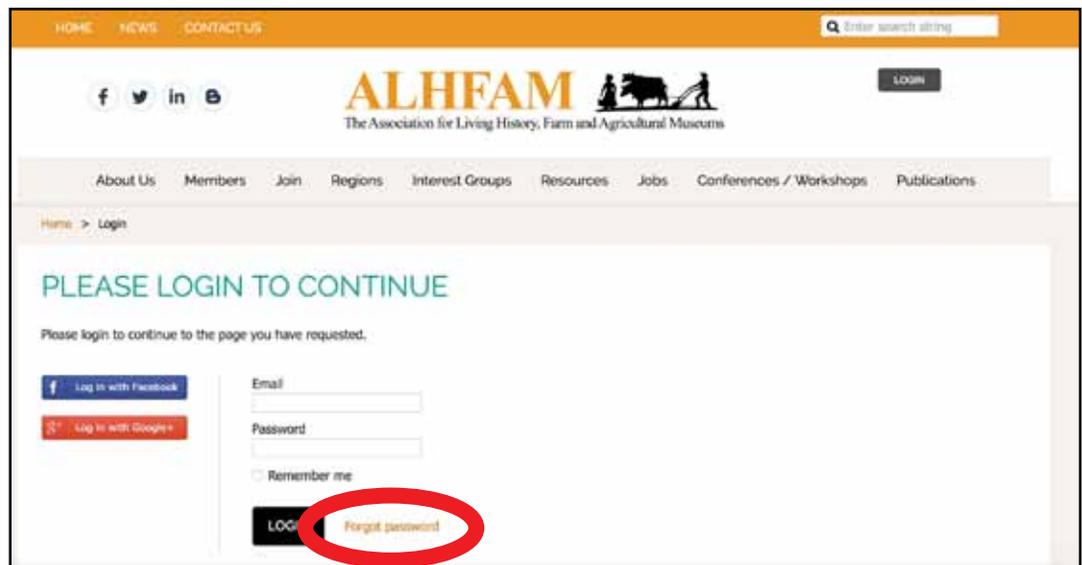
Click the "Login" button in upper right corner.



You will land on this page.

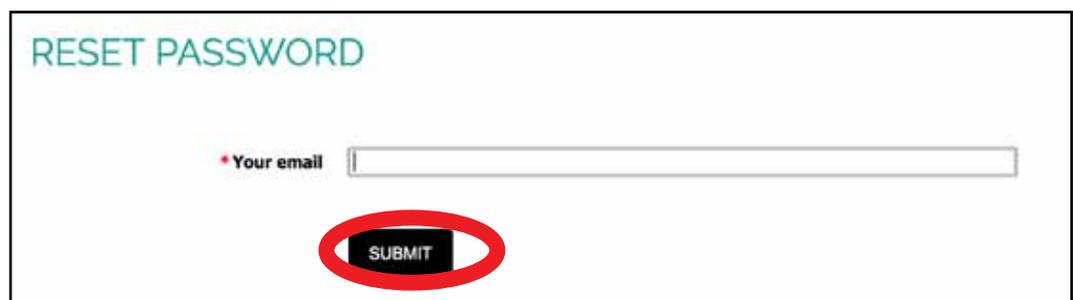
If you know your log on information, enter it here and click "Login".

If you do not know your log on info, click "Forgot password".



You will land on this page.

Enter your email address and click "Submit".



If you are already in our database as a member of ALHFAM, the system will send you an email with instructions on how to reset your password. Go to your email program, open that email, and follow the instructions to reset your password.

Then return to the ALHFAM homepage, click "Login", and log on with your email address and password.

#### Troubleshooting:

If, when you enter your email, you get the message "Error: Email Not Found", you are not a member of ALHFAM, and you need to click on "Join" at the top of the website to join ALHFAM. If you believe this is an error, contact Edward Baker at [edward@alhfam.org](mailto:edward@alhfam.org).

After you log on, you will be back on the homepage. You can tell you are logged on because your name appears on the top right where the "Login" button used to be.



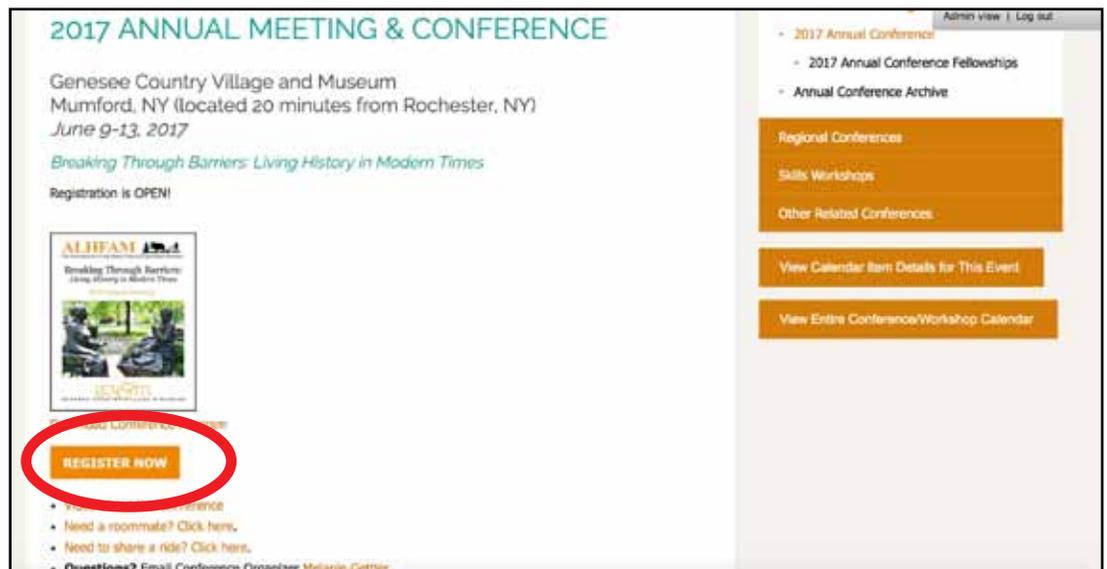
Use your mouse to hover over the "Conferences/Workshops" option, then the "Annual Conferences" option (it will become visible when you mouse over "Conferences/Workshops"), and then click on "2017 Annual Conference."

Or, you can type this address into your web browser:  
[www.alhfam.org/2017-Annual-Conference](http://www.alhfam.org/2017-Annual-Conference)

Now you are on the main conference page.

From here, you can click on the links to view the program book, and register for the conference.

Click on the orange "Register Now" button.



You will now be on this page. Read the information and when you are ready, click "Register."

### 2017 Annual Conference -- Breaking Through Barriers: Living History in Modern Times

**Start:** 09 Jun 2017  
**End:** 13 Jun 2017  
**Location:** Mumford, New York  
**Registered:** 7 registrants

**Registration**  
(Displays on selected options)

**Base fee:**

- ALHFAM Member: Early Bird – \$400.00 (USD)
- Daily: Monday 6/12 only – \$150.00 (USD)
- Daily: Sunday 6/11 only – \$150.00 (USD)
- Daily: Tuesday 6/13 only – \$150.00 (USD)
- Non-Member: Early Bird – \$430.00 (USD)

Price includes a one-year membership to ALHFAM

**REGISTER**

**Genesee Country Village and Museum**  
Mumford, NY (located 20 minutes from Rochester, NY)  
June 9-13, 2017

*Breaking Through Barriers: Living History in Modern Times*

The 2017 ALHFAM Annual Meeting will be hosted by Genesee Country Village & Museum and take place June 11-13, 2017, with two days of professional workshops and field trips on June 9 and 10.

The theme of the meeting is "Breaking Through Barriers: Living History in Modern Times," encouraging attendees to "consider how their own museum, business or program has, or will, evolve to remove barriers that may inhibit growth, creativity, access to collections and information, communication, or even survival."

**Pricing:**

The Early Bird price for full conference registration is \$400 for ALHFAM members and \$430 for non-members. Price includes all sessions, meals, and site visits from June 11-13, and the "Salted, Smoked, and Pickled" Reception on June 10. The nonmember rate also includes a year-long membership to ALHFAM. Workshops and field trips on June 9-10 have additional fees. The Early Bird rate is available until April 30. After that date, the prices will be \$475 for members, and \$505 for non-members.

One-day registrations are also available and include all sessions, meals, and site visits on that day only. The price is \$150 - there is no early-bird discount on one-day registrations.

It will confirm your email address. Click "Next"

**Event:** 2017 Annual Conference -- Breaking Through Barriers: Living History in Modern Times  
09 Jun 2017 - 13 Jun 2017  
Location: Mumford, New York

Enter registrant email \* Mandatory fields

e-Mail

**CANCEL** **NEXT**

It will ask you to select your registration option. The ALHFAM Member price is available because you are logged on. Select your choice and click "Next"

**Event:** 2017 Annual Conference -- Breaking Through Barriers: Living History in Modern Times  
09 Jun 2017 - 13 Jun 2017  
Location: Mumford, New York

Choose registration type \* Mandatory fields

**Registration**

- ALHFAM Member: Early Bird – \$400.00 (USD)
- Daily: Monday 6/12 only – \$150.00 (USD)
- Daily: Sunday 6/11 only – \$150.00 (USD)
- Daily: Tuesday 6/13 only – \$150.00 (USD)
- Non-Member: Early Bird – \$430.00 (USD)

Price includes a one-year membership to ALHFAM

**CANCEL** **BACK** **NEXT**

A long form will display with all of the registration questions. Answer the questions. Red stars mean the question is required.

You will also select your workshops/field trips on this page.

Event: 2017 Annual Conference -- Breaking Through Barriers: Living History in Modern Times  
09 Jun 2017 - 13 Jun 2017  
Location: Mumford, New York  
Registration type: ALHFAM Member: Early Bird - \$400.00  
Total amount: \$400.00 (USD)

Enter registration information Mandatory fields

First name: ALHFAM  
Last name: Webmaster  
Suffix:   
\* Title:   
Job title  
e-Mail: webmasteralfam@gmail.com  
Phone:   
\* Street:   
Street or PO Box mailing address

At the end of the form, you will see this. The website will show a list of all of the people who are attending the conference -- but only people who are ALHFAM members can see this list. If you want to be on this list, leave the box checked. If you don't want to be on the list, uncheck the box.

**Public list of event registrants**

Include name in list of event registrants  
You may wish to exclude your name for privacy or security reasons

CANCEL BACK NEXT

Click "Next".

You will see this page, which summarizes your order. Scroll down the page and make sure everything is correct. If there are errors, click "Back" to fix them.

**Review and confirm**

Event: 2017 Annual Conference -- Breaking Through Barriers: Living History in Modern Times  
09 Jun 2017 - 13 Jun 2017  
Location: Mumford, New York  
Registration type: ALHFAM Member: Early Bird - \$400.00  
Total amount: \$400.00 (USD)

CANCEL BACK INVOICE ME PAY ONLINE

Registration information

First name: ALHFAM  
Last name: Webmaster  
Suffix:   
Title: test  
e-Mail: webmasteralfam@gmail.com

If everything is correct, you have two options for payment - "Invoice Me" or "Pay Online"

Click your choice.

If you clicked "Invoice Me", you will see this. You can click on "View/Pay Invoice"

You can then print this page and mail it with a check, or you can pay it online at a future date with the "Pay Online" button.

Invoice not paid. To change or cancel registration, contact administrator.

**VIEW / PAY INVOICE**

Event: 2017 Annual Conference -- Breaking Through Barriers: Living History in Modern Times  
09 Jun 2017 - 13 Jun 2017  
Location: Mumford, New York

Registration type: ALHFAM Member: Early Bird - \$400.00  
Total amount: **\$400.00 (USD)**

If you clicked "Pay Online", you will see this page, which is a PayPal screen. PayPal is the credit card processor ALHFAM uses. Your payment will go right to ALHFAM's account. The transaction is secure.

If you have a PayPal account, you can log on and use it.

If you do not have a PayPal account, you can click on "Pay with Debit or Credit Card"

ALHFAM

PayPal \$400.00 USD

Pay with PayPal English

As a member, your eligible purchases are covered by PayPal Purchase Protection.

Email

Password

Stay logged in for faster checkout ?

For your security, we'll always ask you to log in to update your PayPal personal or financial info.

**Log In**

Having trouble logging in?

or

**Pay with Debit or Credit Card**

New. Faster. Easier.

Welcome to the new PayPal checkout! The security you rely on - now even faster. It's everything checkout should be.

You will then see a form where you enter your credit card information. Hit "Continue" at the bottom of the form when you are ready, and your transaction will process.

PayPal \$400.00 USD

PayPal Guest Checkout

We don't share your financial details with the merchant.

Country: United States

Card number

Expires CSC

First name Last name

Billing address

PayPal is the safer, easier way to pay

No matter where you shop, we keep your financial information secure.

Congratulations! You have just registered for your ALHFAM conference!

You will receive an email from ALHFAM confirming your registration. This email will include a list of everything you bought, so you will want to print it and keep it with your records.

If you paid with PayPal, you will receive a second email from PayPal confirming your transaction.

If you are paying via invoice, remember to print it off and mail it in with a check to the address on the invoice, or to return to the website later to pay online.

Also remember to make your hotel reservations separately. This information is available on the mail conference page.