



**Laurentian Valley
50+ Fit and Feisty**

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Event Registration Process - Update

LV 50+ Fit and Feisty offers many exciting events. Often, these events require registration. We are aware that registering online can be challenging and sometimes disappointing. The number of members eligible to register is limited due to a variety of reasons, depending on the event: capacity of the venue, ability of the restaurant to accommodate one bus or more at a time, estimating far in advance the number of tickets to purchase, busing regulations, etc.

With just under 900 members now, there can be much competition for event spaces, which sometimes results in registration for that event filling up within minutes.

All 12 Executive members have discussed the online event registration and are going to change the process for some of the more popular events, starting with the Bancroft day trip. The NEW process will include a Lottery/Draw:

1. Members will continue to register online for the event.
2. Registration will be open for 3 hours, 10:00 am - 1:00 pm
3. If the event is a 1 or 2-person registration and you want to attend the event as a couple (with your spouse/partner/friend), please click 'Add Guest' and register as 2 persons.
4. Please double-check to ensure your email address and phone number have been entered correctly.
5. The maximum number of entries allowed will be the event limit x 2; for example, for a coach bus trip which has space for 54 passengers, it will be $54 \times 2 = 108$ registrations, plus an additional allowance for registration errors, i.e., duplicates, for a total of 120 registrations.
6. Upon successful online registration, you will see a message and receive an email indicating that your registration was received.
7. WAIT for a 2nd email with further instructions. Do NOT send payment at this time.
8. Once the registration has closed, the Events Registration Director will review all registrations, check for duplicates, ensure couples are together if they didn't register as 2 persons, etc.
9. Each registration entry will be assigned a number. A 1-person registration will be assigned a number, and a 2-person registration will be assigned a number.
10. There will be a draw of all registration entries to fill the event spaces. Once the event is full, the draw will continue to create a waitlist, i.e., for bus trip 30 spaces.
11. Within 48 hours after registration closes, the Events Registration Director will send an email to all registered members, indicating if your entry was successful for the event.

Inspiring a Zest for Life!

12. At this time, payment can be made.
13. You will also be notified, indicating if you are on the waitlist or were unsuccessful.

If online registration shows that there is an overwhelming interest for a particular activity/event, we will review and possibly offer a 2nd time, which could be within the same year or perhaps next year.

This is why it is important when an event is full to add your name to the waitlist. This better informs us of interest and whether a 2nd day/offering is needed.

We thank you for your patience and hope that this new lottery event registration process gives all members a better opportunity to have a successful registration.

Colleen Schutt - Chair

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