



## **Your Event Registrations Just Got Easier!!**

We are launching a new event registration system and online database called Wild Apricot. Here are a few quick and easy steps to get you started:

First time login:

1. Click on the link [here](#):
2. In the Top Right Corner of the Website click the icon above the words “Members / Sponsor Login”
3. Enter your user name: **(Your user name is the email address where you received this message).**
4. Click “Forgot Password”
5. Enter your email address and the verification code in the box
6. Wild Apricot will send you a link to create your new password.
7. Click on the link in the email and enter your new password.
8. Login to view and register for our events!

Here’s how you register for upcoming events:

1. Click the register button on the Upcoming Events page.
2. Verify the event and click “Next” at the bottom right of the screen.
3. Click on the registration level that applies – Click “Next”
4. Verify contact information – Then click “Next”

Registering a Guest:

1. If registering a Guest – After you verify your contact information in step 4 – Click “Add Guest” at the bottom left
2. Complete all of their contact information (including email please!) in the form provided Then click “Done”.

**Ready to go? [Click here for our events page](#)**

Once you complete the registration, you will receive an email confirmation of registration.

Please do not hesitate to contact us if you have any questions.

### **CFA Office**

Email: [info@centralfabricators.org](mailto:info@centralfabricators.org)

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