**Basic Information:**

**For registration to work, you must make 3 choices for each class: the registration fee, class deposit, and banquet tickets.**

* When you select an instructor for a class, you will:
  + **Register** for the Rendezvous **(onetime $20 fee)**
  + Make a **$25 deposit** for that class
  + Purchase **Banquet Ticket(s)**
* If you are adding classes, you will make a **$25 deposit for each additional class**
  + Then, you will select “Already paid registration” and “Already or Not purchasing Banquet Ticket”
* Order t-shirts, hats, and sweatshirts with the colorful new logo
* **STEP 1: CLASS SCHEDULE**
  + Select **Class Schedule** at the top of the screen to preview the classes and instructors
  + Carefully decide on your classes because unless the instructor cancels, no class changes are allowed
  + Instructors cancel by May 15th
* **STEP 2: INSTRUCTIONS FOR CHOICE OF FIRST CLASS**
  + Select **Instructors** at the top of the screen
  + Instructors are in alphabetical order
    - **Click on the picture of the class under the instructor**. A description of the class appears
* **STEP 3: DAY SELECTION, REGISTRATION AND BANQUET TICKETS**
  + Select the **Class Day** (ex. Wednesday)
  + **Place checks in at least 3 boxes**
    - **Registration for Rendezvous ($20)**
    - **Deposit for class ($25)**
    - **Banquet ticket(s) ($22 each)**
  + Select **Quantity** of 1
  + Click “**Add to Cart”**
* **STEP 4: ADDITIONAL CLASSESS**
  + **Repeat Steps 2 and 3** to add classes
  + Check at least **3 boxes for each class** (“Already paid Registration”, Deposit for class, and “Already or Not purchasing Banquet Ticket”)
* **STEP 5: ORDERING MERCHANDISE**
  + Select **“T-shirt/ Sweatshirt/Hat”** from the top of the screen
  + Select your choice of a t-shirt, sweatshirt, or hat.
    - Select your **size**
    - Select **Quantity** you’re ordering
    - Click “**Add to Ca**rt”
* **STEP 6: CART**
  + When finished, find the CART icon in upper right-hand corner
  + Select checkout to see your total
* **STEP 7: ORDER PAGE**
  + Fill in your name, address, etc.
  + Click “**Next**” to review your order
  + Click “**Complete Order**”
  + We are using both Pay Pal and Square for your convenience.
    - You can check out as a “Guest” if you don’t have a Pay Pal account or use Square.