



2014 iRV2 National Rally

On-Line Registration Overview

Event Description:

The 2014 iRV2 National Rally is open to all iRV2 members with valid screen names and email addresses.

The rally will be held at the Ocean Lakes Family Campground in Myrtle Beach, South Carolina and will take place Sunday, September 14, 2014 through Saturday, September 20, 2014

The campground has almost a mile of beachfront and is located approximately 3 miles south of the Myrtle Beach city limits at the intersection of Hwy. 17 Business and Hwy. 544 also known as Dick Pond Road). The physical address (GPS) is, 6001 South Kings Highway, Myrtle Beach, SC 29575.

On-Line Registration:

For the 2014 National Rally we will be using on-line registration software, provided by ActiveRegOnline, This software provides a secure way for iRV2 members* and vendors to register for the rally, Medieval Times * (an optional event), and securely process a payment.

* iRV2 members - The software is configured to register a Couple (2 Adults), Single Adult(18 or over), Extra Adult (18 or over), Student (age 7 to 17), and Child (6 or less)

** Medieval Times is an optional event taking place during our rally, but is not included in the rally fee.

Please check the 2014 Nat'l Rally threads and postings often for new and updated rally information.

Questions :

After reading this overview if you have any questions about the On-Line Registration process, please login into iRV2.com and send a private message (PM) to Mike (DriVer) and/or George (gMw).

Important Notes:

- Password and Payment / Billing Information cannot be viewed or changed by anyone but you.
- You must book your campground reservation separately and directly with Ocean Lakes. Call 877-510-1413. At the time of your call, let the Ocean Lakes reservation clerk know the following information:
 1. You are with the iRV2 Rally.
 2. They should then ask you for your "*iRV2 Screen Name*" (If not asked, please provide your iRV2 Screen Name)
 3. Have the rally dates available. (9/14 to 9/20/14)
 4. Know the size of your rig.

Rally Refund Policy:

The **Refund Policy** for the 2014 iRV2 National Rally is as follows:

1. The cutoff for registrations is End of Day, **August 13th, 2014**
2. An administrative fee of up to 10% of the total of the amount paid may be retained prior to the cut-off date.
3. After the cut-off date, materials, meals and other items will have been ordered and there is no provision for a refund within 30 days of the event.

Ocean Lakes Family Campground cancellations. Call OLFCG at (843) 238-5636 for the latest refund policy information.

On-Line Registration Overview:

Note: A “★” indicates requires field, valid data needs to be entered.

Start Your Registration:

To start a new registration – open a WEB Browser, access the On-Line Registration sign in screen using URL:

<https://www.regonline.com/register/checkin.aspx?EventId=1501034&MethodId=0&EventSessionId=&startnewreg=1>



2014 iRV2 National Rally
Sunday, September 14, 2014 - Saturday, September 20, 2014

Ocean Lakes Family Campground
6001 South Kings Highway
Myrtle Beach, South Carolina 29575
United States
(843) 238-5636
[Event Details](#)
Contact ---
Mike (Driver) at mpelchat@irv2.com, Wagonmaster
or
George (gMw) Private Message gMw from iRV2.Com, Registration
[Email Us](#)

iRV2 National Rally Registrations are now being accepted.

[View Your Existing Registration](#)

Start Your Registration

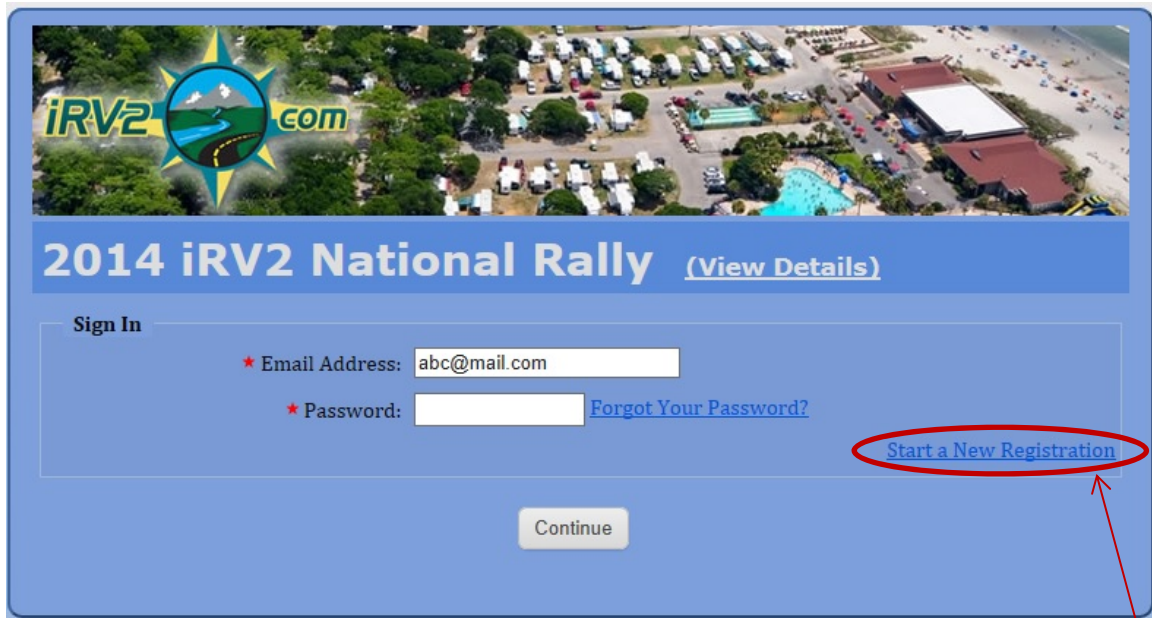
★ Email Address:

★ Verify Email Address:

You can also register a group. [Learn More](#)

Once registered, use the following URL to re-login to On-Line Registration:

<https://www.regonline.com/Register/Checkin.aspx?EventID=1501034>



If you access the Sign In screen instead of the Start a New Registration screen, click here:

Then start the registration process by entering and verifying your valid email address. This email address will be required for future logins into the on-line registration software, and is the email address where confirmations will be sent.

Example of *Start Your Registration*, with an email entered and verified:



Once the email fields are completed, 'click' the *Continue* button to proceed to the next screen/page.

Personal Information and Password:

The first registration should be for either a Couple or an Individual adult. Once this registration is complete, another person can be added.

Personal Info Section:

This section has both required and optional fields. Enter your information into the required fields and optional information you wish to share with the rally committee.

When the *Personal Info* section is displayed, you'll find the *Email* and *Verify Email* fields contain the address previously entered on the *Start Your Registration* page.

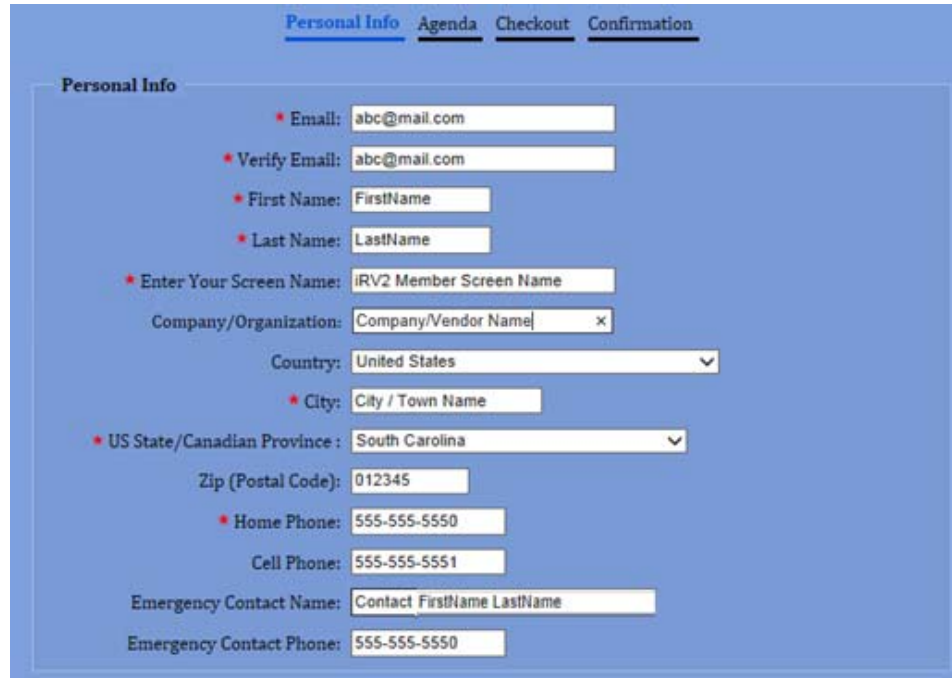
Registering as a Couple or an Individual:

Couple Registration (2 adults) – When registering as a couple please put both first names in the **First Name** field, and where there's a choice, enter the primary person's information into the field(s).

Individual Registration (Single Adult) – Enter your information into the fields

Once the registration is complete, the next person can be registered or you can complete the **Checkout** process.

Example of *Personal Info* below:



The screenshot shows a web form titled "Personal Info" with a blue background. At the top, there are four tabs: "Personal Info" (selected), "Agenda", "Checkout", and "Confirmation". The form contains the following fields:

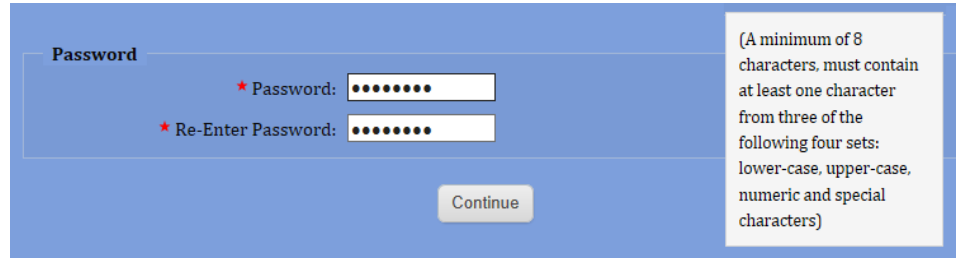
- * Email: abc@mail.com
- * Verify Email: abc@mail.com
- * First Name: FirstName
- * Last Name: LastName
- * Enter Your Screen Name: iRV2 Member Screen Name
- Company/Organization: Company/Vendor Name
- Country: United States (dropdown menu)
- * City: City / Town Name
- * US State/Canadian Province: South Carolina (dropdown menu)
- Zip (Postal Code): 012345
- * Home Phone: 555-555-5550
- Cell Phone: 555-555-5551
- Emergency Contact Name: Contact FirstName LastName
- Emergency Contact Phone: 555-555-5550

Notes:

- By default, the *Country* field will reflect *United States*, obviously if this is not correct, please change it.
- If your cell phone number is your home phone, also put your cell phone in the home phone field.

Password Section:

Enter *Password* and confirm your *Password* by re-entering it. The password must be a minimum of 8 characters and contain at least one character from three of the following four sets: lower-case, upper case, number, and special character, with a password entered and re-entered (for security reasons password(s) are not displayed):



The screenshot shows a blue-themed form titled "Password". It contains two input fields: "Password:" and "Re-Enter Password:", both filled with eight black dots. A "Continue" button is located below the fields. A tooltip on the right side of the form provides the password requirements: "(A minimum of 8 characters, must contain at least one character from three of the following four sets: lower-case, upper-case, numeric and special characters)".

Notes:

- Password information is not available or made visible to anyone, so please keep track of the password chosen.
- Once the Password field is selected, the software will display: "(A minimum of 8 characters, must contain at least one character from three of the following four sets: lower-case, upper case, number, and special character)".
- **Once the Password is entered it's recommended that the password remain unchanged.**
- Along with the email address entered on the previous WEB page, the password will be required for future logins into the on-line registration software.

Once the Personal Information and Password fields are completed, 'click' the *Continue* button to proceed to the next screen/page.

Agenda Section:

The Agenda Section is completed for the Couple or individual attending the rally.

Rally Fee (per person):

Select either Couple (2 adults) or Single Adult from the drop down menu.

Medieval Times (optional event) :

If a Couple is going to Medieval Times, 'Click' the box next to Medieval Times that indicates 2 tickets.

If a Single Adult is going to Medieval Times, 'Click' the box next to Medieval Times that indicates 1 ticket.

Vendor Fee:

Only vendors complete this field.

Example of the *Agenda* section completed for a **Couple** attending both the rally and Medieval Times:

The screenshot shows the 'Agenda' section of a registration form for the 2014 iRV2 National Rally. The form has a blue header with the title '2014 iRV2 National Rally' and a '(View Details)' link. Below the header are four tabs: 'Personal Info', 'Agenda', 'Checkout', and 'Confirmation'. The 'Agenda' tab is active. The form contains several fields: a dropdown menu for 'Rally Fee' with 'Couple (2 Adults): \$180.00' selected; a checkbox for 'Medieval Times - 2 Tickets' which is checked; a checkbox for 'Medieval Times - 1 Ticket' which is unchecked; and a dropdown menu for 'Vendor Fee'. The 'Total' is displayed as '\$0.00' and there is a 'Recalculate Total' button. At the bottom, there are 'Add Another Person' and 'Continue' buttons.

2014 iRV2 National Rally [\(View Details\)](#)

Personal Info **Agenda** Checkout Confirmation

Agenda

Rally Fee
Location: Myrtle Beach, SC

Medieval Times - 2 Tickets
Location: Myrtle Beach, SC
Price: \$84.00

Medieval Times - 1 Ticket
Location: Myrtle Beach, SC
Price: \$42.00

Vendor Fee
Location: OLF CG - Recreation Center

Total: \$0.00
Recalculate Total

Add Another Person or Continue

Example of the *Agenda* section completed for the Single Adult person attending both the rally and Medieval Times:

2014 iRV2 National Rally ([View Details](#))

[Personal Info](#) [Agenda](#) [Checkout](#) [Confirmation](#)

Agenda

Rally Fee
Location: Myrtle Beach, SC

Medieval Times - 2 Tickets
Location: Myrtle Beach, SC
Price: \$84.00

Medieval Times - 1 Ticket
Location: Myrtle Beach, SC
Price: \$42.00

Vendor Fee
Location: OLFCG - Recreation Center

Total: \$0.00
[Recalculate Total](#)

[Add Another Person](#) or [Continue](#)

At this point, there are three options:

- 'click' the [Recalculate Total](#) button to obtain a total dollar amount of the items selected.
- 'click' the [Add Another Person](#) button to enter an Extra Adult (18 or over), Student (age 7 to 17), or Child (6 or less)
- 'click' the [Continue](#) button to proceed to the next screen/page once each person has been registered for the rally to review the registrant detail, fees, and Checkout .

Add Another Person:

'Clicking' the *Add Another Person* button brings you to the Personal Information and Password screen/sections.

Towards the top of the screen it will say that "*You are registering person 2 in your group.*" (the number will increase with each person added).

Note: In this case a *Couple* registration is reflected as one person.

When the *Personal Info* section/screen is displayed, you'll find several fields contain information previously entered for the Couple or the Individual person. Any of this information can be changed to reflect the personal information of the person being registered.

Notes:

- Entering a 'new' email address will not change the email address required for future logins into the on-line registration software, or where confirmations are sent.
- If the person being registered does not have their own iRV2 Member Screen Name, use the one previously entered.

Example of Personal Info screen for the second person is below:

The screenshot shows a web form titled "Personal Info" with a blue background. At the top, there are navigation tabs: "Personal Info" (underlined), "Agenda", "Checkout", and "Confirmation". Below the tabs, a message reads: "You are registering person 2 in your group. ([View 2 Group Members](#))". Underneath is a dropdown menu labeled "Apply the same responses as:". The main form area contains several input fields, some with red asterisks indicating required fields:

- * Email: xyz@mail.com
- * Verify Email: xyz@mail.com
- * First Name: FirstName
- * Last Name: LastName
- * Enter Your Screen Name: iRV2 Member Screen Name
- Company/Organization: [empty]
- Country: United States (dropdown)
- * City: City / Town Name
- * US State/Canadian Province: South Carolina (dropdown)
- Zip (Postal Code): 012345
- * Home Phone: 555-555-5550
- Cell Phone: 555-555-5552
- Emergency Contact Name: Contact Name
- Emergency Contact Phone: 555-555-5551 (with a clear 'x' button)

Password Section:

It's recommended that the password remain unchanged.

Note: Entering a 'new' email address will not change the password required for future logins into the on-line registration software.

Example of the *Password* section, with a password entered and re-entered (for security reasons password(s) are not displayed):



The image shows a screenshot of a registration form's password section. The section is titled "Password" and is enclosed in a blue-bordered box. It contains two input fields, each preceded by a red asterisk. The first field is labeled "Password:" and the second is labeled "Re-Enter Password:". Both fields contain seven black dots, indicating that the passwords are hidden. Below the input fields is a "Continue" button.

Once the Personal Information and Password fields are completed, 'click' the [Continue](#) button to proceed to the next screen/page.

Agenda Section:

The Agenda Section is completed for each additional person attending the rally [Extra Adult (18 or over), Student (age 7 to 17), or Child (6 or less)].

Rally Fee (per person):

Select either an Extra Adult, Student (age 7 to 17), or Child (6 or less), from the drop down menu.

Medieval Times (per person optional event) :

If this person is going to Medieval Times, 'Click' the box next to Medieval Times – 1 Ticket.

Vendor Fee:

Only vendors complete this field.

Example of the *Agenda* section completed for an Adult person attending both the rally and Medieval Times:

The screenshot shows the '2014 iRV2 National Rally' registration page. The 'Agenda' section is active, showing a dropdown menu for 'Rally Fee' set to 'Single Adult: \$90.00'. Below it, there are two options for 'Medieval Times' tickets: 'Medieval Times - 2 Tickets' (unchecked) and 'Medieval Times - 1 Ticket' (checked). A 'Vendor Fee' dropdown is also present. The total amount is shown as '\$0.00' and a 'Recalculate Total' button is visible. At the bottom, there are 'Add Another Person' and 'Continue' buttons.

2014 iRV2 National Rally ([View Details](#))

[Personal Info](#) [Agenda](#) [Checkout](#) [Confirmation](#)

Agenda

Single Adult: \$90.00 ▼ Rally Fee
Location: Myrtle Beach, SC

Medieval Times - 2 Tickets
Location: Myrtle Beach, SC
Price: \$84.00

Medieval Times - 1 Ticket
Location: Myrtle Beach, SC
Price: \$42.00

▼ Vendor Fee
Location: OLFCG - Recreation Center

Total: \$0.00
Recalculate Total

Add Another Person or Continue

At this point, there are three options:

- 'click' the [Recalculate Total](#) button to obtain a total dollar amount of the items selected.
- 'click' the [Add Another Person](#) button to enter an Extra Adult (18 or over), Student (age 7 to 17), or Child (6 or less).
- 'click' the [Continue](#) button to proceed to the next screen/page once each person has been registered for the rally to review the registrant detail, fees, and Checkout ..

Checkout:

The Checkout screen lets you:

- Review *Registrant Detail*, please check to ensure each person that's attending from your family/coach are listed.
 - Only First and Last Names and Email addresses are displayed in this section
 - The first person registered will be the *Primary Registrant*
 - If you need add another person 'click' [Add Another Person](#)

Example of the *Details* section reflecting two people have been registered:



The screenshot shows a navigation bar with four tabs: Personal Info, Agenda, Checkout, and Confirmation. Below the navigation bar is a section titled "Details" containing a table with the following data:

| Registrant | Email | Actions |
|---|--------------|---|
| FirstName LastName (Primary Registrant) | abc@mail.com | Make Changes |
| FirstName LastName | xyz@mail.com | Make Changes Remove |

Below the table is a green plus icon followed by the text [Add Another Person](#).

- Review *Fees* for each registrant/person, the number of tickets purchased for Medieval Times (an optional event), and a Total fee.
- *Payment Method* is displayed as *Credit Card*, this is the software default and cannot be changed.

Example of the *Payment Method* section:



The screenshot shows a section titled "Payment Method" with the text "Payment Method: Credit Card" displayed below it.

- *Billing Information* section provides a secure method to process your rally fee payment. Enter your payment information into the fields provided.

*** Billing Information cannot be viewed or changed by anyone but you. ***

Example of the Payment Method section:

The screenshot shows a 'Billing Information' form with a blue background. At the top, it says 'Secure credit card payment' and features logos for TRUSTe and Trustwave. Below this, there are several input fields: 'Credit Card Type' (a dropdown menu), 'Credit Card Number', 'Credit Card Security Code' (with a '(What's This?)' link), 'Expiration Date' (with '-Month-' and '-Year-' dropdowns), 'Cardholder Name', 'Country' (set to 'United States'), 'Billing Phone', 'Billing Address Line 1', 'Billing Address Line 2', 'Billing City', 'Billing State / Province', and 'Billing Zip / Postal Code'. Each field is preceded by a red asterisk, indicating it is a required field.

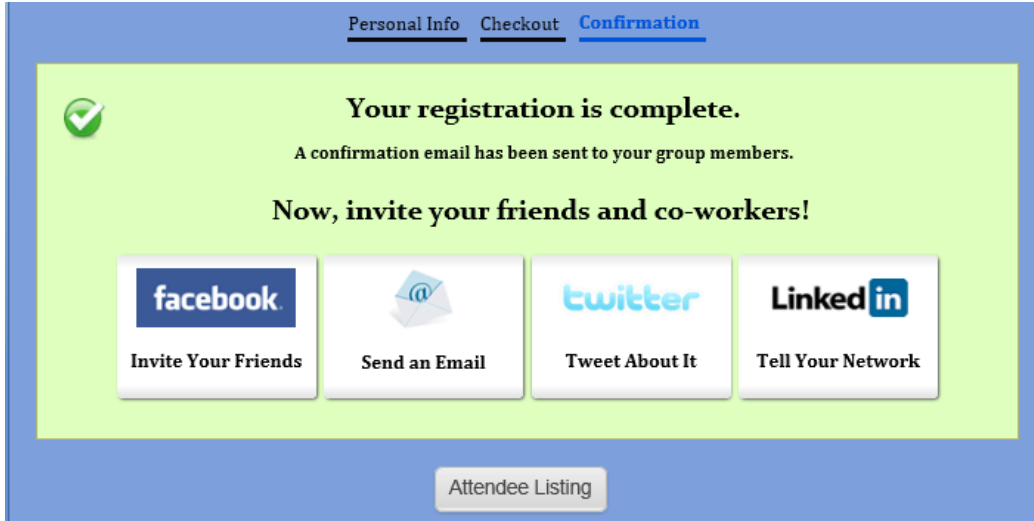
Once the *Registrant Detail* and *Fees* have been reviewed and are correct, and *Billing Information* has been entered, 'click' the *Finish* button to complete the registration and payment process, and proceed to the next screen/page..



Confirmation Section:

The *Confirmation* section lets you know your registration is complete and that a confirmation has been sent to your email address. Attendee information is also displayed.

Example of the Confirmation screen:



Attendee Listing:

- The first Attendee shown will be a Couple or Individual
- If additional Attendee's/Group Members are added, scroll down the page and click on the Name of the person you want to show that member's confirmation.

Additional Group Members - 1

+ [FirstName LastName](#)