



# Need to register multiple attendees on one invoice? *We're here to help.*

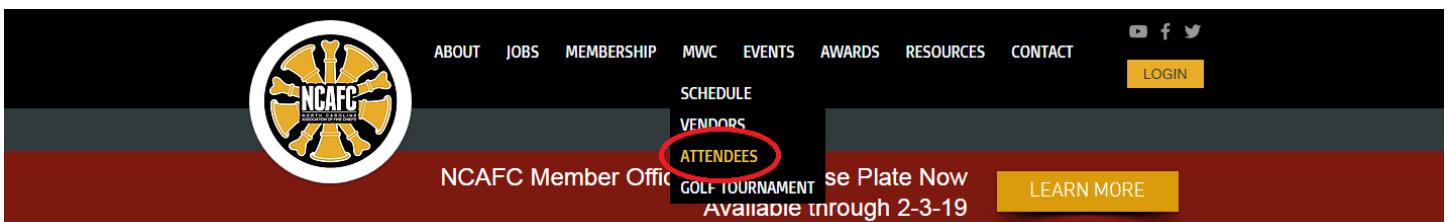
*If you need additional assistance during this process, please email NCAFC Support at [ncafcwebmaster@gmail.com](mailto:ncafcwebmaster@gmail.com) or call (252) 937-1880 to reach our support partner, Strategy Performance Business Solutions. While all requests are typically answered within three hours, please allow up to 24 hours in the event of high volume. Support is available M-F, 9AM - 5PM.*

## Items to Have Before Registering:

- Log In Information
- Email addresses for everyone registering
- Classes each person would like to take
- Your preferred payment method

**NOTE:** If you would like member pricing, be sure your membership is current! Call our support partner if you need assistance with your membership.

**STEP 1:** Go to [ncafc.com](http://ncafc.com) and under the “MWC” tab, click on “Attendees”



**STEP 2:** Under “Register for Conference”, you can view all of your registration options and then click the button “Register for Conference.”

## REGISTER FOR CONFERENCE

REGISTRATION DEADLINE: **1-11-19**. PLEASE NOTE THAT ALL PURCHASES ARE SUBJECT TO OUR [PAYMENT & CANCELLATION POLICY](#)



### Full Conference Registration

NCAFC or NCSFRI Members: **\$100** (\$130 after 12-15-18)  
Non-Members: **\$150** (\$180 after 12-15-18)

*Full Conference Registration Includes Both Pre-Conference & Conference Sessions, Expo, and One Friday Lunch Buffet Ticket. Banquet tickets purchased separately (see details below).*



### Pre-Conference Registration ONLY

NCAFC or NCSFRI Members: **\$40**  
Non-Members: **\$50**

*Please Note: Full Conference Registration Includes Pre-Conference Sessions*



### Explore the MWC Expo

Now FREE and Open to the Public with No Pass Required!

**\*\*Please Note: Does not include Friday Buffet Lunch. Lunch available to Full Conference Registrants Only.**



### Additional Friday Lunch Buffet Tickets

**\$40 Each**

For Additional Tickets Only | One Ticket Included with Full Conference Registration

REGISTER FOR CONFERENCE

**STEP 3:** You will be brought to the NCAFC Member Center. Click on the “Register” button to the left.



# MEMBER CENTER

Log in

- RETURN TO NCAFC.COM
- SUPPORT

Search Member Center

Events Contact

Back

Add to my calendar

## Mid-Winter Conference 2019 Attendee Registration

Start 01/28/2019  
End 02/03/2019  
Location Embassy Suites  
Convention Center,  
Concord, NC



### Registration

- NCAFC Member | Full Conference - \$100.00 (member login required)
- NCSFRI Member | Full Conference - \$100.00
- NCSFRI or NCAFC Member | Pre-Conference ONLY - \$40.00
- Non-Member | Full Conference - \$150.00
- Non-Member | Pre-Conference ONLY - \$50.00

### MWC 2019 ATTENDEE REGISTRATION

Special Pricing for NCAFC and NCSFRI Members (NCAFC Member Login Required)

Great Training, Keynotes & Fellowship with Colleagues

[LEARN MORE](#)



OFFLINE

[Register](#)

**STEP 4:** If you are doing multiple registration, start with the person who will be paying for all registrations. Enter their email address and push “Next.”

## Mid-Winter Conference 2019 Attendee Registration

 Add to my calendar

**Event** Mid-Winter Conference 2019 Attendee Registration  
01/28/2019 - 02/03/2019  
Location: Embassy Suites Convention Center, Concord, NC

Enter registrant email

\* Mandatory fields

\* e-Mail


Cancel

Next

**STEP 5:** If you are a NCAFC member, please log in. It will prefill all of your personal information for you, saving you time and typing! If you are not a member, select your registration type and proceed.

Choose registration type

\* Mandatory fields

 You can log in to auto-fill your contact information - or proceed with the registration without logging in.

Login

- \* Registration
- NCAFC Member | Full Conference - \$100.00 (member login required)
  - NCSFRI Member | Full Conference - \$100.00
  - NCSFRI or NCAFC Member | Pre-Conference ONLY - \$40.00
  - Non-Member | Full Conference - \$150.00
  - Non-Member | Pre-Conference ONLY - \$50.00

Cancel

Back

Next



## STEP 6: Fill out your contact information, select your classes, and then press “Next.”

### SELECT YOUR CONFERENCE WORKSHOPS

- Thursday, January 31st
- (TH 2-4) FSLA: What We Currently Know
  - (TH 2-4:30) Division Ops Using Passport Accountability System & Embedded Safety Operations
  - (TH 2-4:30) ISO Update
  - (TH 2-5) Instructor Development
- Friday, February 1st
- (F 9-11) Company Officer Challenges
  - (F 9-11) The Passion of Training: The Moral Imperative of the Company Officer
  - (F 9-11:30) NFPA Update
  - (F 2-5) Leading to Excellence Through Continuous Improvement
  - (F 2:30-5) Cancer Prevention & Management in Today's Emergency Services
  - (F 2:30-5) Short-Handed Firefighting
  - (F 2:30-5) Tactical Thermal Imaging
- Saturday, February 2nd
- (S 8:30-12) Helping You Plan for the Future
  - (S 8:30-12) LODD Roundtable: Long-Term Recovery
  - (S 8:30-12) Panel Discussion: North Carolina Peer Support
  - (S 9-12) The 21st Century Truck Company Officer
  - (S 1:30-4:30) Challenges to Today's Chief Officers
  - (S 1:30-4:30) Flashover
  - (S 1:30-4:30) NC Vol Workforce Solutions: Cultivating Motivation in Leadership

Cancel

Back

Next

## STEP 7: When doing multiple registrations, you will select “Invoice Me.”

### Mid-Winter Conference 2019 Attendee Registration →

 Add to my calendar

#### Review and confirm

Event: Mid-Winter Conference 2019 Attendee Registration  
01/28/2019 - 02/03/2019  
Location: Embassy Suites Convention Center, Concord, NC

Registration type: NCAFC Member | Full Conference - \$100.00

Total amount: \$100.00 (USD)

Payment instructions: Review and confirm your information below is correct. To pay by CREDIT CARD, simply click the PAY WITH CREDIT CARD button below and follow the prompts. To pay by CHECK (offline), simply click INVOICE ME. Your invoice will be emailed to you. Go to your email inbox, print your invoice, and mail with your check to NCAFC, P. O. Box 1416, Shelby, NC 28151. To pay using a PAYPAL ACCOUNT, simply click the PAYPAL EXPRESS CHECKOUT button below and follow the prompts.

Cancel

Back


**Invoice me**


Pay with credit card

PayPal Express Checkout

## STEP 8: Click on “View/Pay Invoice” to review your registration.

### Mid-Winter Conference 2019 Attendee Registration →

 Add to my calendar

 Invoice not paid. To change or cancel registration, contact [administrator](#).

[View / Pay Invoice](#)

Event: Mid-Winter Conference 2019 Attendee Registration  
01/28/2019 - 02/03/2019  
Location: Embassy Suites Convention Center, Concord, NC

Registration type: NCAFC Member | Full Conference - \$100.00


Total amount: \$100.00 (USD)

**View / Pay Invoice**

**STEP 9:** Then, click on the “Events” tab at the top, and look at the event, “Mid-Winter Conference 2019 Attendee Registration.” It will say “Already Registered,” however click the “Register” button anyway.



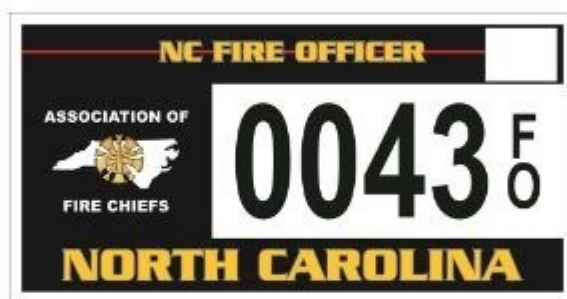
## Upcoming NC Fire Service Events

 [Switch to Calendar View](#)

### NCAFC Member License Plate Registration [→](#)

Start 10/24/2018  
End 02/03/2019

[Register](#)



[Show details >>](#)

### Mid-Winter Conference 2019 Attendee Registration [→](#)

Start 01/28/2019  
End 02/03/2019  
Location Embassy Suites  
Convention Center,  
Concord, NC


[Register](#)  
Already registered



[Show details >>](#)

**STEP 10:** You will see a list of your registrations and then click the button that says “New Registration.”

## Mid-Winter Conference 2019 Attendee Registration

 Add to my calendar

**Event** Mid-Winter Conference 2019 Attendee Registration  
01/28/2019 - 02/03/2019  
Location: Embassy Suites Convention Center, Concord, NC

Event registration

New registration

**Date**

**Registration**

**Status**

12/14/2018

Wayne, John  
registration type: NCAFC Member | Full Conference

Invoiced, not paid  
[View details](#)

New registration

**STEP 11:** Fill out all information for the next person.  
**NOTE: Each person must have a unique email address.**  
You will be clicking “Invoice Me” after each person. You will notice that each person is being billed to the first person who you registered.

 Note: This registration will be billed to John Wayne (and not to the person being registered)

Cancel

Back

Invoice me

Pay with credit card

PayPal Express Checkout



**STEP 12:** At the bottom of the screen, you will see the balance that is due. When you have registered everyone you would like for conference, click on the balance.



## MEMBER CENTER

John Wayne [Change password](#) [Log out](#)

- [RETURN TO NCAFC.COM](#)
- [SUPPORT](#)

Search Member Center

[Dashboard](#) [Events](#) [Jobs](#) [Directory](#) [Resources](#) [Officers Talk Group](#) [Contact](#)

### Have a Question or Need Assistance Using the Member Center?

Be Glad to Help! Just drop us an email at NCAFC Support at [ncafcwebmaster@gmail.com](mailto:ncafcwebmaster@gmail.com), or call our support partner, Strategy Performance at (252) 937-1880.

**ORDER YOUR NCAFC Member Official DMV License Plate**

Covers basic weighted vehicles up to 26,000 pounds

[LEARN MORE](#)

NC FIRE OFFICER  
ASSOCIATION OF FIRE CHIEFS  
0043 FO  
NORTH CAROLINA

<b>NCAFC Officers Talk Group</b> <a href="#">Military Leave Guidelines</a>	<b>NCAFC Member Directory</b> <a href="#">Edward</a>	<b>Upcoming Fire Service Events</b> <a href="#">NCAFC MEMBER</a>	<b>NCAFC Job Board Opportunities</b> <a href="#">Full-time Firefighter</a>
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Balance due: \$200.00

[MESSAGES](#)

**STEP 13:** You can then use the check boxes to the right to select all invoices that you want to pay together, all at once.

If you are paying online, simply click “Pay with Credit Card.”

If you are paying by check, simply submit your check by mail for the total amount, referencing the appropriate invoice numbers.

## Your Personal Profile

[Edit profile](#) [My directory profile](#)

Balance due: \$200.00

[Profile](#) [Privacy](#) [Email subscriptions](#) [My event registrations](#) [Invoices and payments](#)



Balance due (2 items): **\$200.00**

Review and confirm your information below is correct.

To pay by CREDIT CARD, simply click the PAY WITH CREDIT CARD button below and follow the prompts.

To pay by CHECK (offline), simply click INVOICE ME. Your invoice will be emailed to you. Go to your email inbox, print your invoice, and mail with your check to NCAFC, P. O. Box 1416, Shelby, NC 28151.

To pay using a PAYPAL ACCOUNT, simply click the PAYPAL EXPRESS CHECKOUT button below and follow the prompts.



Search

Records found: 2

Date

Transaction

Balance due

12/14/2018

Invoice #06445  
Event registration  
Mid-Winter Conference 2019 Attendee Registration

\$100.00

12/14/2018

Invoice #06444  
Event registration  
Mid-Winter Conference 2019 Attendee Registration

\$100.00