

Registration Instructions

For all the events below, you will begin on the **MRPC website (mitchellroad.org)**

Scroll over **“Events”** at the top of the page, then click on **“Event & Group Registration”**.

On the **“Event & Group Registration”** page, scroll down to **“Senior Adult Ministry Events”**. Click on **“Senior Registration Menu”**.

On the Senior Registration Menu page, select the **specific event** you wish to register for, then follow the instructions below for that event.

Ladies’ Lunch:

1. Click on **“Ladies’ Lunch”**
2. Type in your first and last name in the indicated boxes
3. Type in your phone number (a sample number already in the box, but that is just to indicate where you put your own number) (required)
4. Type in your email address (optional)
5. Click on **“Submit”**

Men’s Breakfast:

1. Click on **“Men’s Breakfast”**
2. Type in your first and last name in the indicated boxes
3. Type in your phone number (a sample number already in the box, but that is just to indicate where you put your own number) (required)
4. Type in your email address (optional)
5. Click on **“Submit”**

Information Chowdown:

1. Click on **“Information Chowdown”**
2. Type in your first and last name in the indicated boxes below **“Registrant 1”**
3. Type in your email address (optional)
4. Type in your phone number (a sample number already in the box, but that is just to indicate where you put your own number) (required)
5. Select what kind of cell phone you have
6. Select either **“yes”** or **“no”** under the question about a gluten-free meal
7. If you are also registering a spouse or a friend, click on **“Add Another Registrant”**. A new section (**“Registrant 2”**) will automatically come up. **If you are only registering yourself, go to step 9**
8. If you added another registrant, type in that person’s information below **“Registrant 2”**, just as you did for yourself
9. Type in the number of meals you wish to purchase
10. The next section is **“Discount Code”**. There is no discount code for this event, so skip to the next step
11. Select your payment method

(over)

12. If you selected "Pay Later", type in the information requested (billing address), then click "Register"
13. If you selected pay by credit card, debit card, or bank account, type in the information requested (account information and billing address), then click "Register"

Living Gallery:

1. Click on "Living Gallery"
2. Type in your email address (optional)
3. Type in your phone number (required)
4. Select how you wish to be contacted (optional)
5. Type in your first and last name
6. If you are also registering a spouse or a friend, click on "Add Another Registrant"
7. If you added another registrant, type in their first and last name
8. Type in the number of tickets you wish to purchase
9. The next section is "Discount Code". There is no discount code for this event, so skip to the next step
10. Select your payment method
11. If you selected "Pay Later", type in the information requested (billing address), then click "Submit"
12. If you selected pay by credit card, debit card, or bank account, type in the information requested (account information and billing address), then click "Submit"

Billy Graham Library:

1. Click on "Billy Graham Library"
2. Type in your email address (optional)
3. Type in your phone number (required)
4. Type in your first and last name
5. If you are also registering a spouse or a friend, click on "Add Another Registrant"
6. If you added another registrant, type in their first and last name
7. Type in the number of tickets you wish to purchase
8. The next section is "Discount Code". There is no discount code for this event, so skip to the next step
9. Select your payment method
10. If you selected "Pay Later", type in the information requested (billing address), then click "Submit"
11. If you selected pay by credit card, debit card, or bank account, type in the information requested (account information and billing address), then click "Submit"