

Noronto Reunion 2024

Guide to Filling Out the Noronto Reunion Registration Form

The Registration Form was designed to be completed electronically. This is accomplished by downloading the Registration form. If you do not download it will not work. A great number of computers already have applications that will support the advanced features of this form — **Adobe Acrobat or Adobe Acrobat Reader**. If your computer has one of these applications, you can type into all text fields and use the check boxes. In addition, the form will automatically calculate and total fees on page 3 of the Registration Form.

Adobe Acrobat Reader is available as a free download from https://get.adobe.com/reader/

Some other computer applications may allow you to open the registration form and type in a text field, but may not let you use the check boxes and/or the auto-calculations of fees on page 3 of the Registration Form. If auto-calculation is not supported, all values and calculations must be manually entered.

<u>For Macintosh users</u>, please note that *Preview* does not support the auto-calculation features of the Registration Form. The use of **Adobe Acrobat Pro** or **Adobe Acrobat Reader** is strongly recommended.

Filling Out the Form by Hand

A copy of the Registration Form may be printed and completed by hand. Please return all three pages of the completed Registration Form with payment(s) to the Registrar.

Filling Out the Form Electronically

DOWNLOAD to Fill Out Electronically

Do not fill out the Registration Form without <u>downloading</u> to your computer

After filling out the Registration Form ... SAVE!

Remember to save any changes you make or they will be lost.

From the File menu, select either Save or Save as...

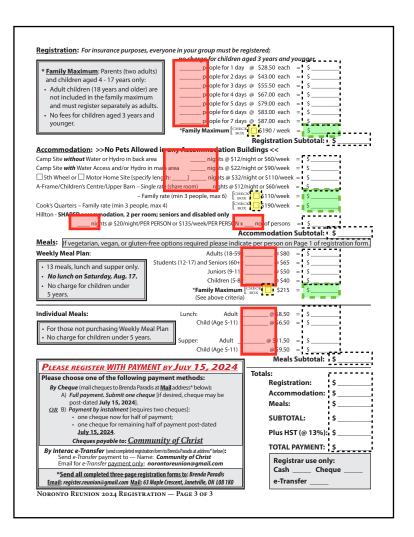
A PRO TIP: after saving your completed Registration Form, close the file, and then reopen it and ensure that all field entries are saved.

In the past, we have occasionally received blank registration forms because changes were not saved.

Noronto Reunion 2024 Registration Page 3 of 3 Auto-Calculation

For computer applications that can handle the auto-calculations fields:

- Enter values into fields indicated by the red boxes. Totals will be automatically tabulated and will not exceed the weekly maximum.
 - Family Maximum/Rate Check
 Boxes Check these boxes for
 Family Maximum/Rate options.
 Must meet the Family Maximum
 criteria (see *Family Maximum box
 at top left of this page).
- Family Maximum/Rate fields values for these fields are automatically entered when a Family Maximum or Rate box is checked. Manually entered values will be discarded.
- Auto-calculation fields values for these fields will be automatically calculated. Manually entered values will be discarded.



Registration and Payment

Registration forms that are completed electronically may be sent with payment to the Registrar, either electronically by email or printed and sent by regular mail. Please check your completed form (if completed electronically, be sure to save your changes, close the file, and then reopen it and ensure that all field entries are saved) before sending the completed form to the Registrar.

All completed (three pages) registration form with payment should be sent to our Registrar:

Email: register.reunion@gmail.com

or

Brenda Paradis, Registrar Noronto Reunion 63 Maple Crescent Janetville, ON LOB 1K0

Cheque payments should be sent by Canada Post to the Registrar at the address above. All cheques must be made payable to **Community of Christ**.

Interac e-Transfer payments **ONLY** should be sent to:

Name: Community of Christ

Email: norontoreunion@gmail.com

<u>FOR PAYMENT ONLY – DO NOT SEND REGISTRATION FORMS TO THIS EMAIL ADDRESS</u>