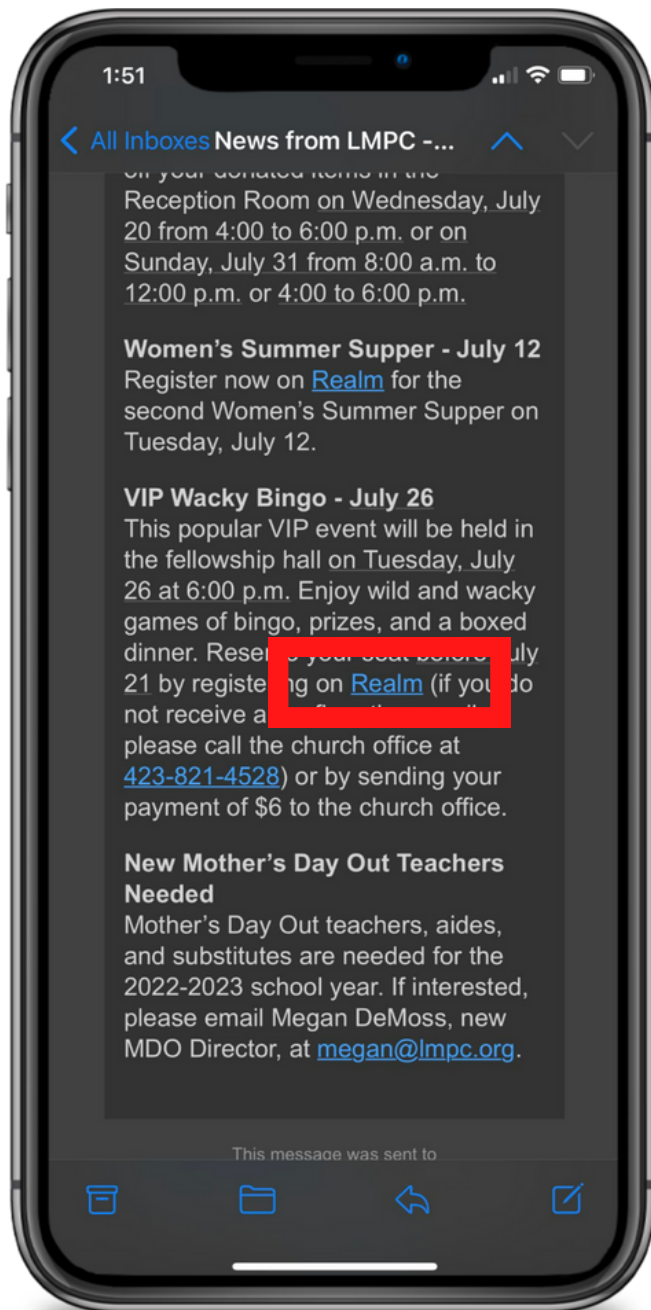


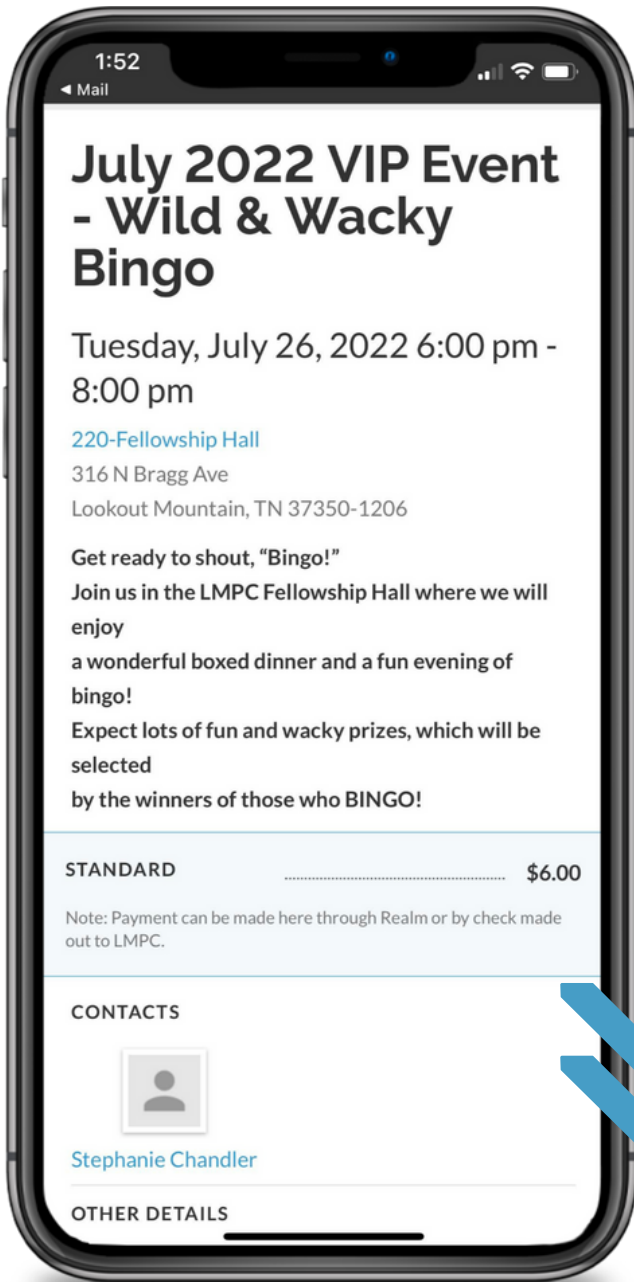
# How to:

## Register for an event in Realm Connect

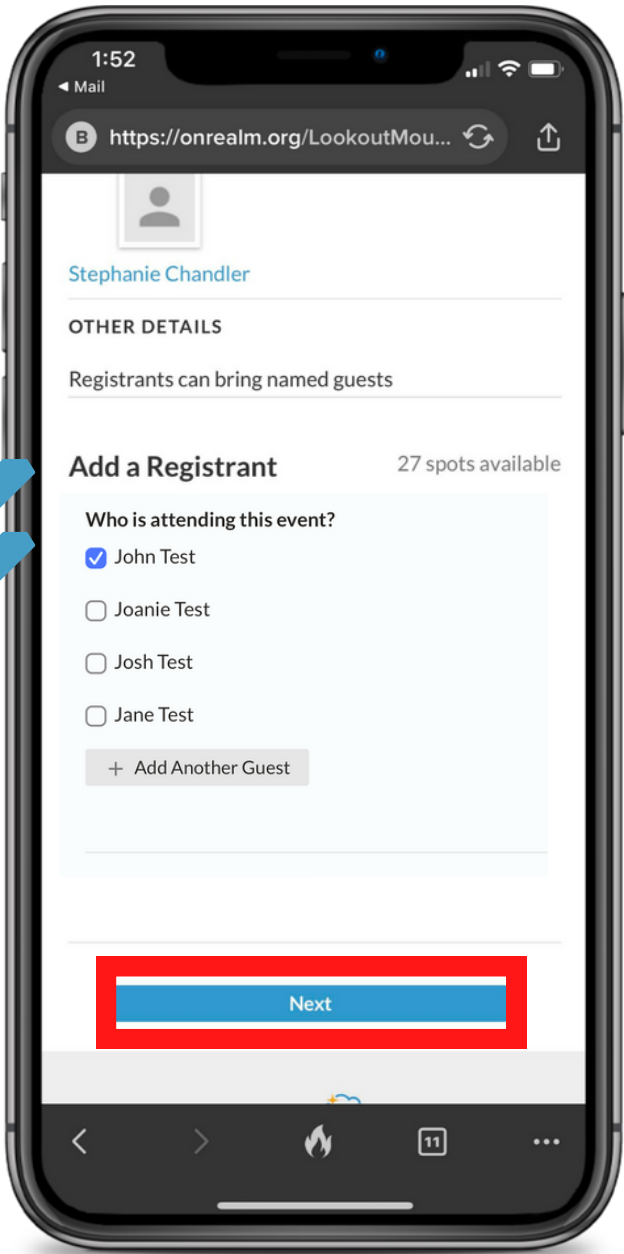


Registering for an event in Realm Connect takes only a few steps. Check out the screenshots and instructions to learn how to register for an event when you have a hyperlink.

When you **click on the link**, you'll be prompted to **log in** to Realm Connect before the registration page appears.



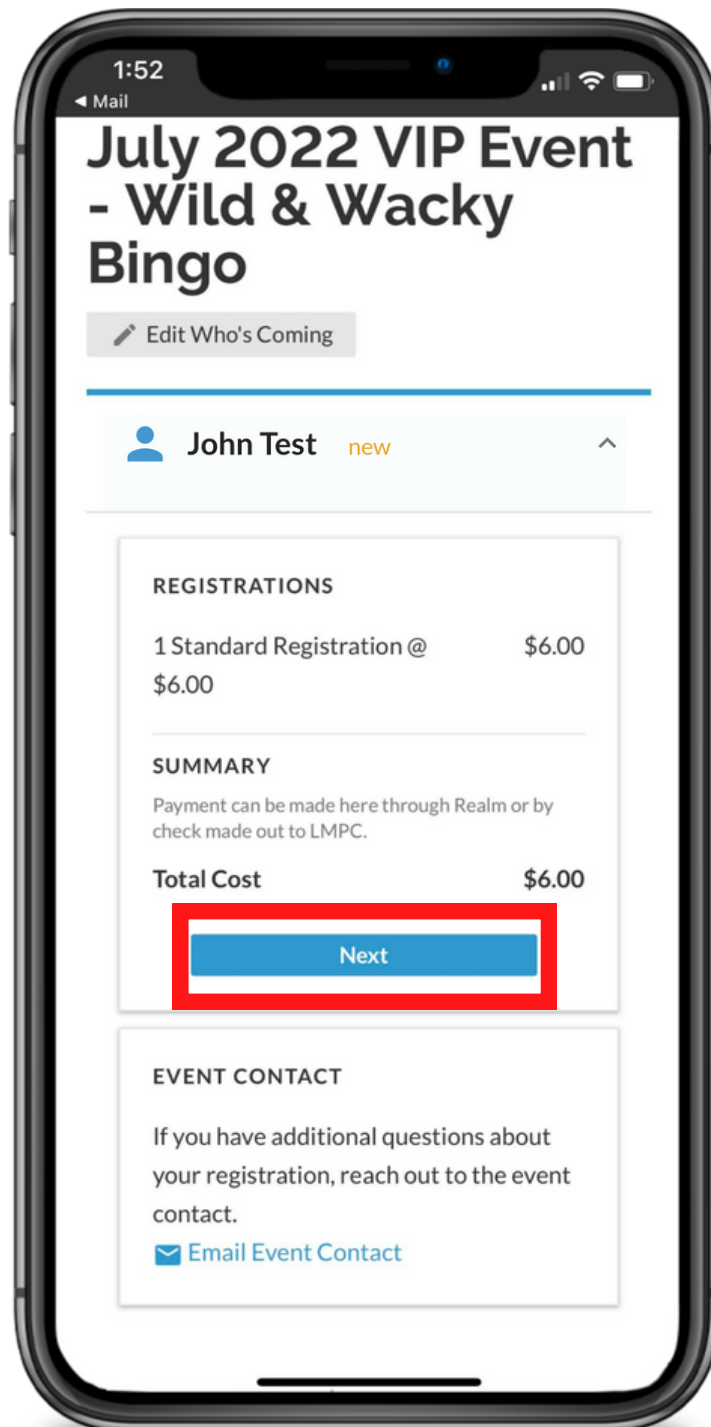
Once you have logged in, you'll be directed to the details of the event.

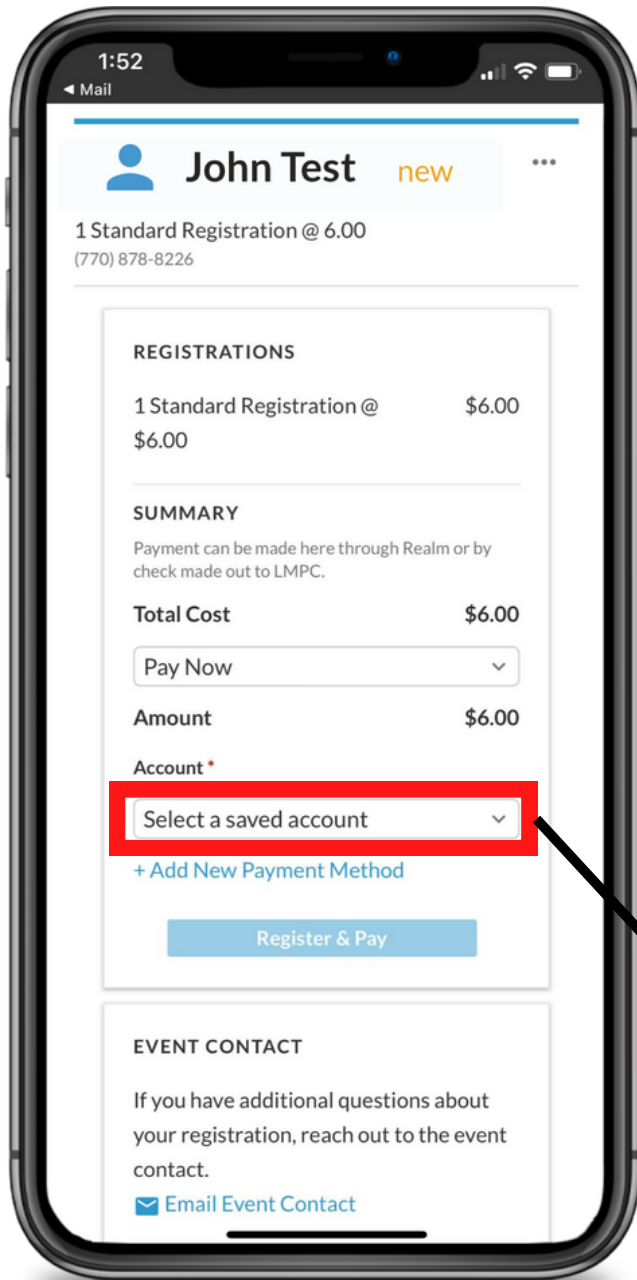


Scroll down to **select those in your family you wish to register.**  
**Note:** Your name will be selected by default. If you're not planning to attend, just uncheck your name.  
**Click Next.**

Registration details, including the cost associated (if applicable) with the event, are displayed on the next screen.

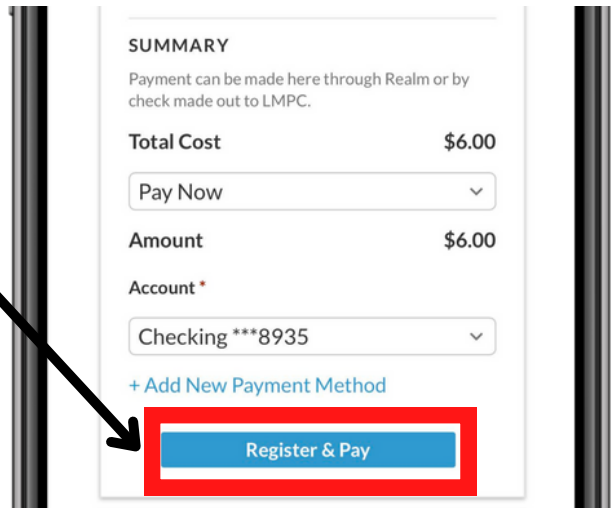
**Review and then click Next.**



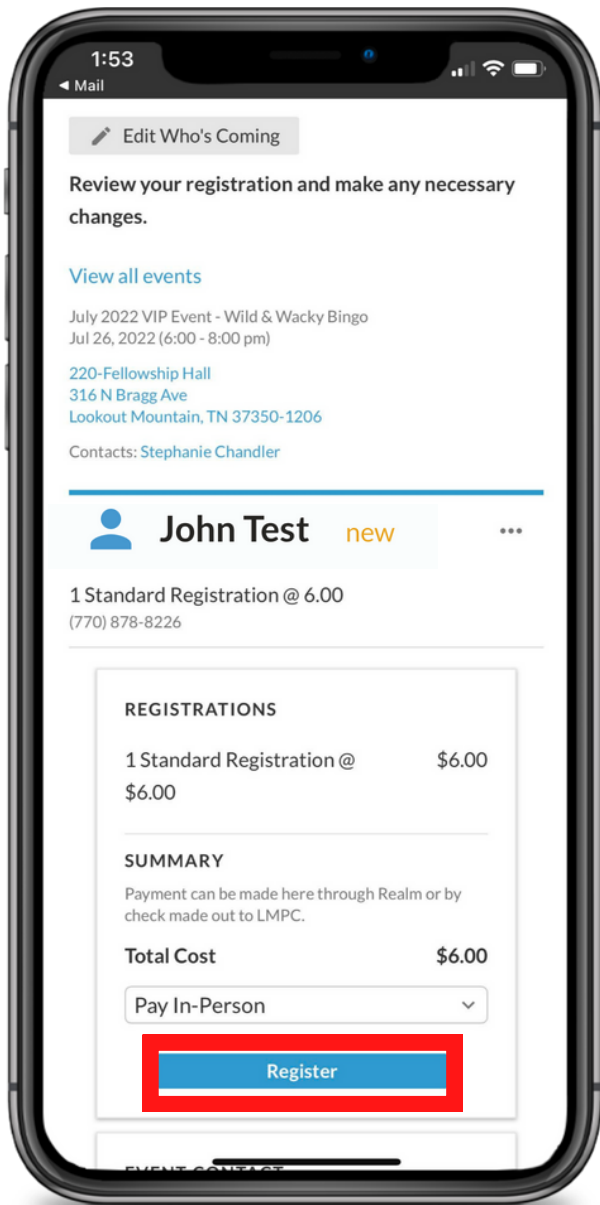


If there is a cost associated with the event, you can choose to **Pay Now** or **Pay In-Person**. **Select** your preference from the dropdown.

Select **Pay Now** to make a secure credit card payment through Realm.



Select **Pay In-Person** to register for the event and make a separate payment to the church either through check or Venmo.



**Click on Register (or Register & Pay)** once you have made a payment selection.

**Check your email** for a registration confirmation. Or **go to Events** in the Realm Connect app to **view events you have registered for.**

**Important to Note:** If you do not receive a confirmation email, your registration did not go through. You must **click Register & Pay** or **Register** to complete registration.