Delegate Registration Instructions

Initial Invitation
Each Secretary will receive an invitation email to register their unit delegates and alternates. In the invitation email, they can click the "Register Delegates" button to continue to the registration site.
Sample
Greetings!

You are invited to register for the 114th NAACP National Convention!

Registration for the National Convention is open and available online and will continue through Thursday, July 28, 2023, at 2 p.m. and will take place at the Atlantic City Convention Center located at 1 Convention Blvd, Atlantic City, New Jersey 08401.

Due to our COVID protocols, every one attending the convention, participating in a convention event or visiting the exhibit hall MUST be registered. Click the ‘Register Delegates’ button on the right to register your Delegates and Alternates.

For a full schedule of convention events, please click here.

If you have any questions regarding registration or housing, please email NAACPConvention@ConferenceDirect.com.

Thank you,
NAACP Event Services

Secretary Information

First Name: Beth
Last Name: Brown
Email: Beth.test@test.streampoint.com
Unit: 2823-B Spring Valley Youth Council

Housing

Hotel reservations at one of the five convention hotels can be made online now. You may book your housing for the convention using the following link:

114th NAACP National Convention Housing

Transportation

If you are flying Delta or United Airlines, you may apply a promotional code to receive a discount on your ticket. Please visit Travel & Transportation for more information.

Complimentary ground transportation is being provided by the Atlantic City Convention Bureau. Transportation will be provided from the Atlantic City International Airport, Philadelphia International airport as well as the Philadelphia 30th Street train station to all hotels in the room block. You must register in advance. Based on where you are traveling from, flying into Philadelphia Airport, or taking the train to Philadelphia 30th Street Train Station may be the easiest route for your transportation.

Book Ground Transportation Here
Registration Process

Step 1: Secretary Main Contact
This section has the secretary’s contact details. In addition, they can include a secondary email to be included in receiving communications and update contact details if needed.
Personal Information

* indicates required fields

Personal
Prefix *
Ms.
First Name *
Michelle
Last Name *
White
Suffix
Title
Company / Media Outlet / Organization / Union
144A-8 Kootenai County Branch

Address
Address 1 *
12438 N Newson Rd
Address 2
City *
Hauser
State *
Idaho
Country *
United States of America
Zip Code *
83834

Contact Details
Telephone (Mobile) *
795-173-4007
Telephone (Business)
2087011394
Email Address *
Michelle@kots.apts.com
Alternate Email Address *
Michelle@kots.apts.com

CONTINUE
Step 2: Delegate / Alternate Registration
Each Secretary will see a registration allotment based on compliance for their unit/state conference. Initially, they will see the total number of Delegates and Alternates they can register. As they start the registration process, this page will update with the names of individuals registered for each category and how many remaining spots.

Select "Add" next to the category where you would like to register someone.

Note: the below is an example and might not reflect the registration options for your unit.

Step 3: Delegate Search
Secretaries will be required to enter the member's first name, last name, and Email of the registered individuals and click search.
The search results will come back with 1 of 3 scenarios:

**Available to Register**
They will display a "Register" button that the secretary can click to continue.
Unable to find a member
The search requires an exact match of First, Last, and Email to register the member. Unfortunately, the information was entered incorrectly, and you will need to try again.

Errors Detected
- There was no record found using the First Name, Last Name and Email combination entered

Member already registered
If the member is already registered, you will not be able to register them.

Step 4: Delegate Personal Information
Member details will pull in from the database to pre-populate the registration.
Personal Information

Personal
Prefix *
Mr.

First Name *
Alex

Last Name *
Austi

Suffix

Badge First Name *
Alex

Badge Last Name *
Austin

Title

Company / Media Outlet / Organization / Union
9001-B Bloomington-Normal Branch

I am registering as *
I'm a youth

Age Range *
Under 18

Parent’s Email Address *
Alex.test@test.streampoint.com

Address
Address 1 *
605 Culom St

Address 2

City *
Normal

State *
Illinois

Country *
United States of America

Zip Code *
61761

Contact Details
Telephone (Mobile) *
(502) 452-0043

Telephone (Business)
(502) 452-0043

Email Address *
Alex.test@test.streampoint.com

Are you a NAACP State Conference or Unit officer or leader? *
Yes

Please select your position *
Please Select

Would you like us to update your membership record? *
No

Access Code
Access Code:

Unit and Membership Info
Membership ID
H-0000000000

Unit Name:
37AW-B Bloomington-Normal Youth Council

Unit Number:
37AW-B

* Indicates required field
Step 5: Demographics
Demographics

Please answer the questions below

* Indicates required fields

Current Education Level

Preferred Pronouns *
(Pronouns will be added to your badge)

Race *
(select all that apply)

How will you travel to the convention?

Emergency Contact Information

Emergency Contact First Name *

Emergency Contact Last Name *

Relationship to Registrant *

Emergency Contact Phone *
(523-456-7890 x123)

ADA Requirements

Do you have a disability that requires special accommodations? *

Are you traveling with a Personal Care Attendant (PCA) or Personal Assistant (PA)? *

Dietary Requirements

Do you have any dietary restrictions? *

To best serve your needs, identify any dietary restrictions you may have. Special meal requirements are only for individuals with specific dietary restrictions or food allergies.
**Step 6: Ticketed Events**

Select any ticketed events that the Unit or State Conference will cover. The members can add these themselves and pay if they wish to attend after they are registered.

NOTE: Ticketed events will have printed tickets this year. Multiple tickets can be purchased by an individual and will print with their badge.
Delegate / Alternate Ticketed Events

Please select the ticketed events you would like to attend.

**Saturday July 29, 2023**
- W.I.N. Empowerment Brunch – 11:30 AM – 1:30 PM
- Public Mass Meeting – 8:00PM – 9:30PM

**Sunday July 30, 2023**
- Roy Wilkins Luncheon – 12:30 PM – 2:00 PM
- Health Luncheon – 12:00 Noon – 2:00 PM
- Membership Luncheon – 12:30 PM – 2:30 PM

**Monday, July 31, 2023**
- Juanita Jackson Mitchell Youth Awards Gala – 7:00 PM – 9:30 PM
- Resolutions Plenary Working Lunch – Mandatory for Delegates – 12:30 PM – 1:30 PM

**Tuesday, August 1, 2023**
- Labor Luncheon & Symposium 12:30 PM – 3:00 PM
- Springfield Freedom Fund Awards Dinner – 7:00 PM – 10:00 PM

**Event Ticket Seating Policy**

These events have open seating. Assigned seating or table reservations are not available. All ticket purchases are final. Tickets will be printed onsite at badge pick-up and distributed by the purchaser. If a ticket is lost or stolen, a new ticket must be repurchased.

- I agree to the Seating Policy listed above.

**Legal CLE Seminar – Virtual**


Join the NAACP Office of the General Counsel July 29 – 30, 2023, for two days of panels and discussion voting rights. Scheduled panelists include leading civil rights litigators in the area of voting rights.

**Will you be attending the Legal CLE Seminar?**
- Yes
- No

**ACT-SE**

ACT-SE Scholars will have access to the Seminar Hicks/Robin competition and the ACT-SE track.
**Step 7: Delegate Search**
Once completing each registration, you will land back here to either register another or continue to pay for the registration(s).

**Note:** you can come back to your registration to add or edit any time before the registration deadline.

**July 26 - August 1, 2023**

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</table>

**Convention Member Status**
- Compliant

**Secretary or Advisor Membership ID**
- 103841023-M

**Additional Delegate Unit Youth(s)**
- **Total Allotment:** 4
- **Total Used:** 1
- **ADD**

**Brycen Williams**
- **Balance:** $0.00
- **Registration Type:** Delegate Unit Youth
- **Registration Status:** Active

**Additional Alternate Unit Youth(s)**
- **Total Allotment:** 4
- **Total Used:** 0
- **ADD**

**Step 8: Verification**
This page serves as a review of registration and the total amount due. The secretary can review all registrations and the balance to ensure everything is as expected before completion.
Registration Verification

Please review the information below. **If all of the information is correct, press the continue button to finalize your registration. To make changes or modify, please click one of the edit buttons to the right.** After making revisions, always remember to press continue to ensure the new information is properly captured.

**Main Contact Information**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Carla</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td>Campbell-Jackson</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:Carla@test.sps.com">Carla@test.sps.com</a></td>
</tr>
</tbody>
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**Registration Details**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Qty</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Carla Campbell-Jackson</td>
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<tr>
<td>Secretary Main Contact</td>
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<tr>
<td>Alex Austin</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Delegate Unit Youth</td>
<td>$85.00</td>
<td>1</td>
<td>$85.00</td>
</tr>
<tr>
<td>Resolutions Plenary Working Lunch - Mandatory for Delegates - 12:30 PM - 1:30 PM</td>
<td>-</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Youth Region 3 Meeting - Sunday, July 30, 2023 (9:30 AM - 10:30 AM)</td>
<td>-</td>
<td>1</td>
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</tr>
<tr>
<td>Youth Region 3 Meeting - Monday, July 31, 2023 (7:00 AM - 8:00 AM)</td>
<td>-</td>
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<tr>
<td>Lara Ajayi</td>
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</tr>
<tr>
<td>Alternate Unit Youth</td>
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<td>$85.00</td>
</tr>
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<td>W.I.N. Empowerment Brunch - 11:30 AM - 1:30 PM</td>
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<td>1</td>
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<tr>
<td>Roy Wilkins Luncheon - 12:30 PM - 2:00 PM</td>
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<tr>
<td>Spingarn Freedom Fund Awards Dinner - 7:00 PM - 10:00 PM</td>
<td>$175.00</td>
<td>1</td>
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<tr>
<td>Youth Region 3 Meeting - Monday, July 31, 2023 (7:00 AM - 8:00 AM)</td>
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</table>

**Sub Total** $575.00

**Total** $575.00

**Balance** $575.00
Step 9: Payment
Members can select a credit card or e-Check as a payment option.

Step 10: Thank You
This is the end of the registration process. Upon completion, the Secretary will receive an email confirmation to show who they registered, and the amounts paid, while each member will also receive their own registration confirmation. Each member will be able to edit their registration and add tickets if they wish.

Thank you
You are now registered for NAACP 114th National Convention. You will receive a confirmation shortly with a copy of your registration details for your records.

To book your hotel now, please click on the book hotel button below. If you are not ready, you can book your hotel later by accessing the link from your confirmation.

Book Housing

For more information about the 114th National Convention, please visit www.naACP.org/convention.