Registration Tips!

Registration Begins on March 1, 2022 at 10 AM Eastern

On our [website](#) a button entitled “Register Here!” will go live at that time. You will first be asked to enter a name, email address, and ticket type (adult or student) for yourself. You will also fill out your contact information: phone number, address, and emergency contact. At the bottom of this same page, you will add each member of your party as “Add a Guest.” We would like everyone’s iNaturalist usernames, too, so we can add you to the iNaturalist event that will also be ongoing, but it isn’t required.

The second page of the process will include the liability waivers as well as asking you to Agree or Disagree with our [COVID-19 Policy](#) and [Code of Conduct](#) statements. To save time during the registration process, you may read these statements ahead of time on our [website](#).

Next, you’ll move into registering for events and the pages will look like what you see below. If some members of your party want to attend the “Bird Banding Basics…”, then choose Select Attendees and a pop up will appear to allow you to select which members of your party will attend that event. This is where it is very important to have your homework done ahead of time so you don’t double book anyone and get a time conflict error! See Time Conflicts, below.

Efficiency Tips

(1) Before you begin your **Registration on March 1 at 10AM Eastern**, look over the [Program](#) and plan each day for each person you will register.

(2) **Have alternate choices for each person**, especially if registering in the first couple of days when 600 people typically register! We suggest you make notes, like, e.g., Joey will attend events Wed AM (#8 Plants and Fungi or #12 Fungi and Lichens ), Wed PM (#18 Dogs and Cats or #16 Mice and Rats of the GSMNP), Wed evening (#24 or none), Thurs AD (#31 or none)…; Shannon will attend events Wed AM (#8 or 9), Wed PM (#18 or none), Thurs AM (#26, 28, 29)….

(3) **Be sure no members of your party have any time conflicts** (e.g., Joey cannot be signed up for a Wed ALL DAY and a WED AM.

(4) We use the word “Program” (capitalized) for the whole document encompassing the entire event and the word “program” for each individual hike/educational
opportunity. We are following the language used in the past for consistency through the 72 years of the SWFP event.

(5) If a program fills up, programs will not show up on the registration page, so if you see a program it will have at least one spot available.

Registering Multiple People
We greatly improved the ability to register multiple people! On one of the first registration pages, you will be asked to enter the name, category (e.g., adult, student, child under 5), and email address for every pilgrim for whom you are registering. Unique email addresses, even for children, are needed for us to separate individuals in our registration platform and also for the COVID screening we will do later - it is very important the email you use to register matches the one you use for COVID screening in a few weeks!

Time Conflicts
Our registration platform will not allow anyone to have any time conflicts (i.e., one person cannot sign up for two events at the same time). If you do this, you will receive an error. Unfortunately, the software we use will not give an error message right away and will only give you the error when you think you are done and ready to move on to the next page. It might be difficult to pinpoint the time conflict error if you are registering multiple people who all have different schedules. Avoid this by doing a little homework and planning your schedules ahead of time!

No Onsite registration this year.
Because of our COVID screening process, which will take place in the weeks prior to SWFP2022, we will not have the ability to add any registrants onsite.

SWFP is First Come-First Served
Protecting the GSMNP comes first and we are considerate to not put too many boots on the ground on certain trails during our week. We work carefully with Park Service personnel to determine these limits each year and we cannot exceed them.

COVID-19 Vaccination Screening
In April we will begin the process of screening vaccination status. Please be sure your status is “fully vaccinated” (two doses Moderna or Pfizer or one J&J dose) before this date. COVID vaccination is not a precursor to registration on March 1, but it is to attendance April 26-30. If we have someone register, but fail to complete or pass the vaccination screening process we will first reach out to see if there was an error and to try to resolve the situation. In the end, only fully vaccinated pilgrims will be allowed attendance to SWFP2022.

Badges
Because of the vaccination screening process, we cannot mail out badges ahead of the event. This year, following your registration, you will receive a confirmation email with a confirmation code. You will use the same email for COVID-19 screening that you used to
register (for each member of your party that you register). After we confirm your vaccination status near mid April, you will receive an electronic certification that also includes vaccination verification status. You may keep this on your phone to show at SWFP2022 or print it out (and, we’ll make it a size that you can put into a badge holder, if you like those ;)

**Changes to Registration**
You may make changes to your registration at any time prior to the SWFP2022. Simply use your confirmation number to log back in to the registration platform and adding or deleting programs should be easy. Note, however, that in order to prevent time conflicts you will need to delete before you can add a different program for that same time slot. We recommend doing this during hours in which you are not likely to lose out in the short window of time between deleting and adding (i.e., do not do this in the first few days of registration and during peak hours, unless you like to gamble!). **Strategy:** We will have many people register in the first few days and many people will modify their plans between March 1 and April 26. If you cannot sign up for everything you want on the first day of registration, please sign up for some acceptable alternatives, then periodically check back into the registration platform to see if others have vacated programs that were your first choices.

**Cancellation Policy**
You may cancel your registration at any time for a full refund until March 29. No refunds can be given after March 29 due to expenses and contractual obligations. Should we need to cancel the entire event, we will allocate refunds based on money available after settling all debts, expenses, and contracts, or, you will have the option to defer your registration fees to 2023 for priority program selection. If you do not pass the COVID-19 vaccination screening, we will refund your registration fees, minus a processing fee of $50 for each adult.

**Billing Note**
Billing note: SWFP reads as THE ASSOCIATION OF SOUTH 0736 - BOONE, NC on your Credit Card Statement. This is the account name that manages all transactions with SWFP.

**Donations**
At the end of the registration process, you will have the opportunity to make a donation to the 72nd annual Spring Wildflower Pilgrimage. It has been a tough couple years on our favorite non-profit event of the year and any donations are welcome and needed. If you decide to donate by check, please send donations to:

Christopher Gissendanner, Treasurer  
Association of Southeastern Biologists  
402 East College Street, Box 125  
Bridgewater, Virginia  22812

PLEASE PRINT RECEIPT AT END OF REGISTRATION PROCESS FOR TAX PURPOSES.
Confirmation/Agenda and Maps:
A confirmation page will come up and you will be sent a confirmation emails. One email will be a summary/receipt for you and for each member of your party and will contain your confirmation number, which is necessary to make future edits. The second email will include calendar links so you may add each event to your calendar. What is cool about this is by adding each program to your calendar it also adds Meeting Location, Map, and Logistics information to help you to get to the right place at the right time! We hope this helps make finding each of your hike locations a breeze this spring!

That’s all! Thank you so much for registering for our 72nd Spring Wildflower Pilgrimage in 2022!! We appreciate your contribution to our event greatly, and we’re excited to see you on the trails this April!

Joey Shaw
Chair, Spring Wildflower Pilgrimage in the Great Smoky Mountains National Park
University of Tennessee at Chattanooga