



How to Register for Rally: The National Land Conservation Conference

Register for Rally by clicking [HERE](#) or copying the link below:
<https://iweb.lta.org/Conference/RegistrationProcessOverview.aspx?id=628>

For Rally registration you can register individually or as a group. The price will automatically pull the most up to date data from our records system and correctly assign a price based on the number of registrants from you organization.

****Please note, if one-person wants to coordinate registration for multiple people than you must be an administrator for your account. In order to be added as an administrator please reach out to Regan Grimmert at rgrimmert@lta.org.*

RALLY REGISTRATION STEPS:

1. Navigate to the Rally registration page listed above or by clicking [HERE](#). Log into your account. If you do not have an account or forgot your password use the appropriate option below:
 - a. If you do not know your password click [HERE](#) to reset it.
 - b. If you are not in our database than you will need to be added by clicking [HERE](#).
 - i. Search for your organization by typing part of the name. Please be cautious of spelling as one typo can cause the organization not to show.

**Make sure to keep track of your username and password. You will use this to sign in and register for all Land Trust Alliance events and webinars.*

2. Register for Rally!
 - a. To register as a group select “Someone else from my organization,” go all the way through the registration to the checkout screen and then click “Continue Shopping” to add another person. In order to find someone else in the search they MUST be connected to your organization and an active employee, board member, or volunteer.

***If the price is not showing correctly then you have not met the requirements for the lower tiers. The first two registrants from your organization will receive Tier A, registrants 3, 4, and 5, will receive Tier B, and anyone beyond 6 will receive Tier C.*

****Additionally, it is important to keep the “%” symbol in the last name box and type your name after. Sometimes records will not show even though you are in our database. Also, you do not need to fill out all fields for your record to show up. One typo can cause your record not to appear.*

Contact Regan Grimmert at rgrimmert@lta.org or 202-800-2225 for registration assistance.

PAYMENT METHODS:

Credit Card: The normal payment method using the registration process.

Check and Invoice: Only if the normal registration process is not working.

After receiving the check all individuals will be registered for Rally.

1. Gather the names, emails, and titles of all individuals you would like to send to Rally.
2. Send this document to Regan Grimmatt at rgrimmatt@lta.org. An invoice with the total amount will be sent to you via email.
3. Send a check to:

Regan Grimmatt
1250 H Street NW Suite #600
Washington DC, 20005