



31st Annual Conference & Trade Show

Sunday, May 2 – Wednesday, May 5, 2010
Saratoga Hilton, Saratoga Springs, NY

Racing for Success & Taking the Lead



Our 2010 Conference registration form is now online! The process is new, please try it out. Some of you may have registered for the fall regional meetings this way. After registering online, you may pay for your conference registration by credit card or mail in your check.

To make it easier, we have provided some instructions for you below and we suggest you print out the instructions to assist with your first registration. We are here to answer any questions you may have. Please do not hesitate to call us at the Association 518-371-2573 for assistance. Click [here](#) to go right to the form.

REGISTRATION INSTRUCTIONS

Activated Account Holders:

1. If you registered through this system for a previous ESAAL event, you are an activated account holder. Please enter your email address and password in the space provided, which is located above on the left side of the Sign In page. If you forgot your password, click on the words "Click here" and an email will be sent to you with your information.
2. Once you submit your account information, you will be directed to the "Cart" page for your "ordered Items." Verify your order and then click on the "Continue" button.
3. You will then be directed to the "Payment" page for you to choose your payment method.
4. Finally, print out a copy for your records.

Don't have an account? Create new account:

1. If you are new to on-line registration, click on "Create a new account", which is located above on the right side of the Sign In page. Enter your email address and create your own "password", a minimum of six (6) characters.
 - Members, we encourage you to use the same email address and password for your membership account.
 - Non-members, we welcome Non-members to our on-line registration. Enter your email address and create your own "password", a minimum of six (6) characters.
2. Complete the form and submit it. You will receive an email notification of your activated account. You must set your password in order to use this feature again or to register someone else.
3. You will then be directed to the "Payment" page for you to choose your payment method.
4. Finally, print out a copy for your records.

Please call 518-371-2573 if you need assistance. We'd be happy to help! You may also email andreacirabisi@nycap.rr.com. If you prefer to register by fax or mail call the Association office for the form.

On behalf of the Board of Directors, our Conference Committee and the ESAAL staff we hope to see you in May in Saratoga!

Sincerely,

Lisa Newcomb
Executive Director
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