



EDGE & CONNECT (MLS) CONFERENCES REGISTRATION GUIDE

Have a smooth and successful chapter registration with this Registration Guide for the FFA EDGE and Connect (Member Leadership Series) Conferences.

REGISTRATION INFORMATION

- Registration is NOW OPEN!
- Access registration via the Wisconsin Team Ag Ed website or [CLICK HERE](#).
- Each conference has its own registration form. If attending BOTH, you must fill out both forms.

HOW TO REGISTER:

- **LOGIN:** Your Chapter ID number is your User ID and Password. These are case sensitive. Do not copy and paste into each cell.
- **ADVISOR/STUDENT REQUIRED INFORMATION:** Cells marked with a red asterisk are required.
- **PAYMENT:** Click “Submit Registration” and the total payment will auto calculate at the bottom of the form. If an error box pops up on the screen, it will indicate specific missing information. Go back to the form, fill in any missing information, and then click “Submit Registration.” When you are successful, the form will prompt a “Print Confirmation/Invoice” page. Print this page for your records. This is the only confirmation notice and invoice you will receive! All payments should be sent to the Wisconsin FFA Center.
- **DEADLINE:** Registration CLOSSES on March 3, 2023. Advisors may log into the registration site and make edits as many times as needed up until 11:59 p.m. March 3, 2023. Once the registration deadline passes, advisors are still able to login to the site and print their invoice but will not be able to make changes. Chapters are responsible for ALL costs listed on their confirmation/invoice page. No refunds will be given after March 3, 2023.
- **SUBSTITUTES:** Advisors may substitute students up until the day of the conference, but they must substitute “Like for Like Conference” (i.e. Connect Student for another Connect Student). All substitutions will be updated upon arrival at the conference when checking in.

ATTENDEE WAIVER: All attendees must sign and complete the [Attendee Waiver Packet](#). These waivers will be turned in upon arrival to the conference.

HOTEL LODGING

HOTEL ROOM TRADING POST: PLEASE USE to the [Hotel Room Trading Post](#) to reduce hotel costs and share a room with another chapter. Please avoid using the listserv to find rooms.

RESERVATION: Chapters are responsible for making hotel lodging registration using the [Online Hotel Block System](#) or by calling.

Guests can book their reservations online 24 hours a day by using the following link: [WI FFA](#). To make **phone reservations**, please call **715-344-0200** and **press #1**.

When making reservations, we ask that you please reference the group name: **WI FFA** and the Group Block Code: **FUT**

DEADLINE: Chapters must book their rooms by **March 3, 2023**, or until the block is full. On this date, any remaining rooms in the block will be released for general reservations at the hotel's prevailing daily rate, which may be higher than the group rate. It is highly encouraged to book before **3/3/23**.

PRICING INFORMATION:

One King Standard	\$ 90 / Night
Double Queen Standard	\$ 90 / Night

HEALTH & SAFETY

Event staff at the conference will follow all national and local protocols to promote a safe event. At this time there are not masks required or proof of vaccine to attend and participate in convention events.