

(Please Print and Keep For Reference)

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## HWGA Registration Overview

First, Welcome to our Event, I am looking forward to meeting and working with you.

Second, Here Whee Go Again holds several events throughout the year in different communities, and we are unique in the sense that we offer two “Off season” – Cyber Closets. Cyber Closets are an avenue to prepare and tag your items in the off season, before registration is open for a specific event. YOU CANNOT PICK A VOLUNTEER SHIFT OR CHECK IN-TIME FROM THE Cyber Closet, this is only a holding area for your tagged items.

With that being said, please take a minute to read this document, so you better understand how my event is managed, how to navigate the system and to determine which event you are registered for.

### **REGISTRATION FEE:**

The registration fee for our Cyber Closet is \$1.00; however, when you register for an ACTUAL EVENT the registration fee is \$20.00, with a \$5.00 refund paid at the end of the event. *(I have had to increase my registration fee due to the amount of consignors that register and never show up. This has a negative impact in several ways. A spot is taken from a consignor that was locked out once registration closed, a loss of revenue for items that were never brought to the event, and I lease space based on the amount of inventory entered.)*

Therefore, all consignors that participate fully in the event will be refunded back \$5.00 of their registration fee.

### **REGISTERING FOR AN EVENT:**

On the website there is a tab “Spring Sales” or “Fall Sales” with a drop down for each specific event and our HWGA Cyber Closet. Click on the event that you want to participate in.

**AFTER** you have registered for an event please take time to look at the top of the page for my logo. My logo has a North, South, or West flag. This is an important tool to use to make sure you are in the proper event. Communities will always change, but the North, South and West flag will not. Check out the EXAMPLE links below to see how the top of the page will always reflect where you are.

NORTH EVENT: <https://www.myconsignmentmanager.com/hwgakidz/north/>

SOUTH EVENT: <https://www.myconsignmentmanager.com/hwgakidz/south/>

CYBER CLOSET: <https://www.myconsignmentmanager.com/hwgakidz/springsummeroff/>

**It is IMPORTANT to note**, that if you are registered for multiple events you MUST log out of each event, or the computer will remember where you were LAST, and you may find yourself in the wrong event.

If you would like to learn more about becoming a consignor click on this link

<http://www.hwgakidz.com/#!where-do-i-start/cobz>