

## How to register for the SIA Golf Tournament

1. From our website: [www.sia@siaed.org](http://www.sia@siaed.org)
2. A Member **must** log in to register their team.

### 2021 Spring Golf Outing

When **11 Jun 2021**  
8:00 AM (EDT)

Location Lake Presidential |  
3151 Presidential Golf  
Drive, Upper  
Marlboro, MD 20774


Registered **Be the first**



[Show details](#)

3. Select the **ReCAPTCHA** then select, **NEXT**

### 2021 Spring Golf Outing

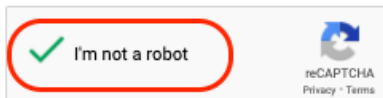
[Add to my calendar](#) 

**Event** 2021 Spring Golf Outing  
11 Jun 2021 8:00 AM  
Location: Lake Presidential | 3151 Presidential Golf Drive, Upper Marlboro, MD  
20774

Enter registrant email

\* Mandatory fields

**e-Mail**



[Cancel](#)




[Next](#)

# How to register for the SIA Golf Tournament

- 4. The Members name, email address and contact number will populate from their account.
  - a. Select **Add guest** to enter no more than three additional golfers. (See below)

## 2021 Spring Golf Outing

Add to my calendar 

<b>Event</b>	2021 Spring Golf Outing 11 Jun 2021 8:00 AM Location: Lake Presidential   3151 Presidential Golf Drive, Upper Marlboro, MD 20774
<b>Registration type</b>	Member – \$50.00
<b>Total amount</b>	\$50.00 (USD)

Enter registration information

\* Mandatory fields

**First name**

**Last name**

**e-Mail**

**Contact Phone**

**New field**

**Comment:**

Members may register up to 3 guests at the non-member fee. \*If you registered SIA Members at the \$75, please select "Invoice Me", and inform ScottGarrison@siaed.org; he will correct the member fee and return the invoice for payment.

### Public list of event registrants

Include name in list of event registrants

You may wish to exclude your name for privacy or security reasons

### Guests registration


No guest registration entered

\$75.00 (USD) each, you can invite up to 3 guests

## How to register for the SIA Golf Tournament

5. Enter the first Golfers name, email address and number.
  - a. The system will charge the non-member fee of \$75.00 for each golfer added.
  - b. You will have an opportunity to request a fee change for all active SIA Members at **step 8** below.

### 2021 Spring Golf Outing

Add to my calendar 

<b>Event</b>	2021 Spring Golf Outing 11 Jun 2021 8:00 AM Location: Lake Presidential   3151 Presidential Golf Drive, Upper Marlboro, MD 20774
<b>Registration type</b>	Member – \$50.00
<b>Guest (1)</b>	\$75.00 (USD)
<b>Total amount</b>	\$125.00 (USD)

Enter guest registration information

\* Mandatory fields

<b>First name</b>	<input type="text" value="Sammie"/>	<div>Enter 3 additional Golfers, click <b>Done</b> after each golfer.</div>
<b>Last name</b>	<input type="text" value="Doe"/>	
<b>e-Mail</b>	<input type="text" value="SammieDoe@AOL.COM"/>	
<b>Contact Phone</b>	<input type="text" value="703-000-0000"/>	

#### Guests registration

Name	Email	Price	
Doe, John		\$75.00 (USD)	<a href="#">Edit</a> <a href="#">Remove</a>

Cancel

Back

Done

# How to register for the SIA Golf Tournament

6. Select **Next** once the 3 Golfers are registered. See below:

## 2021 Spring Golf Outing

Add to my calendar 

<b>Event</b>	2021 Spring Golf Outing 11 Jun 2021 8:00 AM Location: Lake Presidential   3151 Presidential Golf Drive, Upper Marlboro, MD 20774
<b>Registration type</b>	Member – \$50.00
<b>Guest (3)</b>	\$225.00 (USD)
<b>Total amount</b>	\$275.00 (USD)

Enter registration information

\* Mandatory fields

**First name**

**Last name**

**e-Mail**

**Contact Phone**

**Comment:**

Members may register up to 3 guests at the non-member fee. \*If you registered SIA Members at the \$75, please select "Invoice Me", and inform ScottGarrison@siaed.org; he will correct the member fee and return the invoice for payment.

### Public list of event registrants

Include name in list of event registrants

You may wish to exclude your name for privacy or security reasons

### Guests registration

Name	Email	Price	
Doe, Terry	TerryDoe@AOL.com	\$75.00 (USD)	<a href="#">Edit</a> <a href="#">Remove</a>
Doe, Sammie	SammieDoe@AOL.com L.COM	\$75.00 (USD)	<a href="#">Edit</a> <a href="#">Remove</a>
Doe, Jane	JaneDoe@AOL.com	\$75.00 (USD)	<a href="#">Edit</a> <a href="#">Remove</a>

\$75.00 (USD) each, your guest limit has been reached

**Are any of the golfers SIA Members?  
If so, select "INVOICE ME" on the next screen to  
have our Business Manager correct the fee to  
\$50.00.**

## How to register for the SIA Golf Tournament

7. Select **"Pay Online"** if the three golfers are non-members to complete payment process.
8. Select **"Invoice me"** if any of the golfers are active SIA Members to request a fee change.
  - a. Send an email to the SIA Business Manager to modify the invoice for active SIA members.
  - b. He will return the modified invoice to the requester to complete the payment.

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Registration information

First name John

Last name Doe

e-Mail

Contact Phone

Comment:

Do you have active SIA Members listed on your team below?  
If so, select **"Invoice Me"** and please inform our Business Manager, [ScottGarrison@SIAED.ORG](mailto:ScottGarrison@SIAED.ORG).  
He will modify each SIA Member to \$50 and email the requester's invoice back to complete payment.

Public list of event registrants

Include name in list of event registrants

### Guest 1

First name John

Last name Doe

e-Mail

Contact Phone 703-000-0000

### Guest 2

First name Sammie

Last name Doe

e-Mail [SammieDoe@AOL.COM](mailto:SammieDoe@AOL.COM)

Contact Phone 703-000-0000

### Guest 3

First name Jane

Last name Doe

e-Mail [JaneDoe@AOL.com](mailto:JaneDoe@AOL.com)

Contact Phone 703-000-0000

## How to register for the SIA Golf Tournament

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9. Your Golf Registration is complete and awaiting payment.
10. Otherwise, your payment is complete and the system will email you an update invoice.



*Educating the International Trade Community on Export and Import Process*

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Dear John Doe,  
Your event registration is awaiting payment.



### 2021 Spring Golf Outing

**When:** 11 Jun 2021

**Where:** Lake Presidential | 3151 Presidential Golf Drive, Upper Marlboro, MD 20774

To complete the registration, go to your [registration details page](#) and follow the payment instructions.

#### **ONLINE PAYMENT "ERROR"**

Some users are receiving an error "**NOT AUTHORIZED**" when entering their credit card number. This is caused by the VPN your organization is using for online protection.

Please use a non-VPN device such as at Home or Library, etc., or contact the SIA Business Manager for assistance at [SIA@SIAED.ORG](mailto:SIA@SIAED.ORG)

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PO Box 9466 | Arlington, VA 22219 | [sia@siaed.org](mailto:sia@siaed.org)

[www.siaed.org](http://www.siaed.org)

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Thank you for supporting SIA and our combined mission.

SIA  
Board of Directors