



## **IMPORTANT INFORMATION REGARDING THE 2024 SUMMER CONVENTION**

1. All registration can be done online – either by the individual or by the lodge secretary. Registration and information can be found at our state website in the Calendar section within the event itself (June 12-16), as well as through the My Elks mobile app in the WSEA section. You can also find the registration packet within the calendar event; you can download and fill out as done in previous years.
2. **All registrations must be completed by April 30<sup>th</sup>, 2024, for the reduced registration cost. After the deadline the cost is \$75, so don't miss out!**
  - Within the calendar event click on “Register Online” at the bottom of the page – only one member per registration form.
  - Fill in the requested information about yourself and select your lodge from the drop down.
  - Choose your title for the 2024-2025 year as it will appear on your convention badge. If you have more than one title, or a past title, be sure to add it to the second section.
  - Include the information requested about any non-member guests attending the convention with you. Each non-member guest registration is \$20
  - The Friday and Saturday dinners along with the Polly Garland lunch are open to all attending the convention and must be pre-purchased. Pre-purchase tickets only, no tickets will be available for purchase at convention.
  - The Spouses Lunch will be offsite again this year. Pre-purchase tickets only, no tickets will be available for purchase at convention.
  - **The registration fee is \$60 per member if registered before April 30<sup>th</sup>, \$75 per member after that date.**
3. Once your registration form has been completed, you have two options on how you can pay for your convention registration.
  - Choose “Pay Online” if you would like to pay with a credit card.
    - A 3% service fee will be added to cover the cost of this service.
  - Choose “Pay by Check” if you would like to pay via postal mail with a check.
    - The completed registration form will be emailed to you. You will need to print out the form, write a check to the Washington State Elks Association, and mail it to the state office at PO Box 110760, Tacoma, WA 98411-0760
    - Must be postmarked by April 30<sup>th</sup> to qualify for the reduced registration fee. You will be charged the late rate if postmarked after April 30<sup>th</sup>. Remaining balance will be due at convention.
4. Once you hit submit in either payment form, you will get a copy of your registration emailed to you. This will serve as confirmation of your registration.
5. Request for refunds must be made in writing to: WSEA State Office, PO Box 110760, Tacoma, WA 98411-0760, prior to May 24<sup>th</sup>, 2024.

**WASHINGTON STATE ELKS SUMMER CONVENTION JUNE 12 ~ JUNE 16, 2024**

**LOCATION: Red Lion Hotel, Pasco, Washington**

**Need Help? Contact WSEA Convention Registry Team at [wastateelks@gmail.com](mailto:wastateelks@gmail.com)**

**Or contact the State Office**