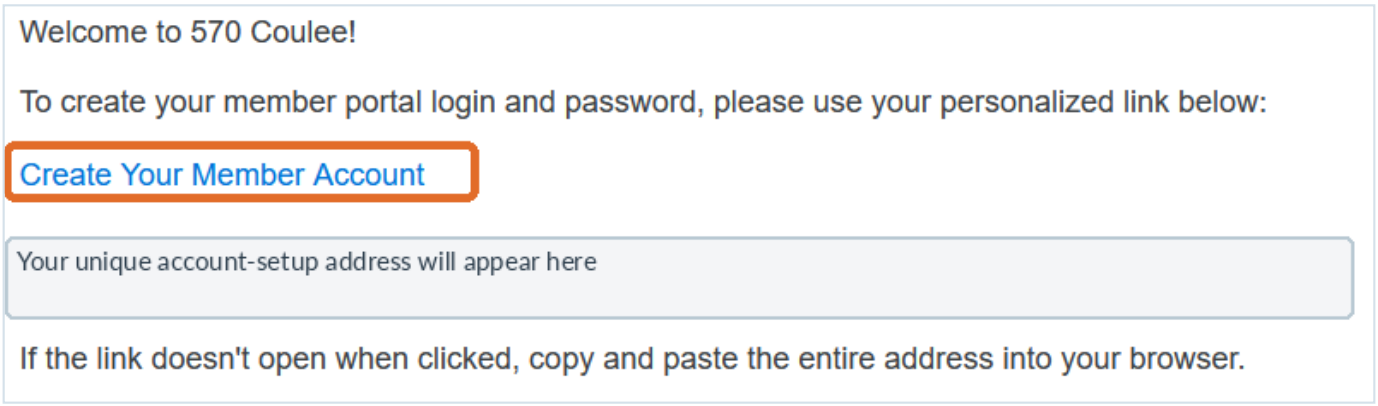
Getting started

Create your login once, then use it to register for activities.

1 Find your membership confirmation email.

Look for “Membership Registration Confirmation from 570 Coulee.” Check your inbox and Junk/Spam folder.

Example confirmation email



2 Choose “Create Your Member Account.”

The blue link in the email is personalized for you. Follow the Neon One prompts to set up your login and password.

3 Save your login for next time.

Keep your password private. Use the member portal to manage your account and sign up for upcoming events.

Already a member, but cannot sign in?

Use “Help with my account” to request a setup or reset email. Enter the same email address associated with your membership.

butterflypath.app.neoncrm.com/requestPassword

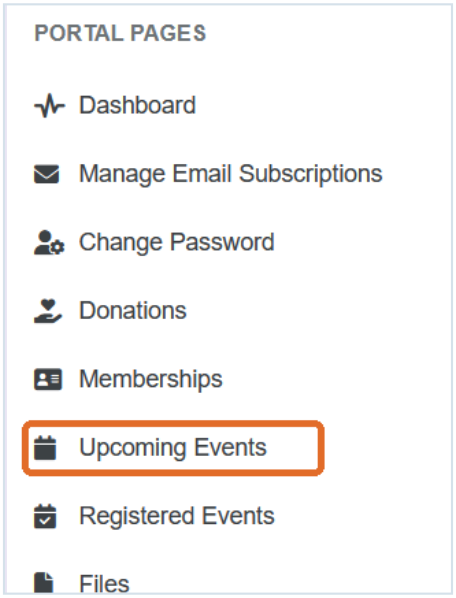
Tip: Never share or forward your personalized account-setup link. Each member should use their own email.

Find an upcoming event

Once your member account is ready, registering is just a few clicks.

4 Sign in and select “Upcoming Events.”

In the 570 Coulee member portal, look for the menu on the left. Open Upcoming Events to see activities.



Where is my member portal?

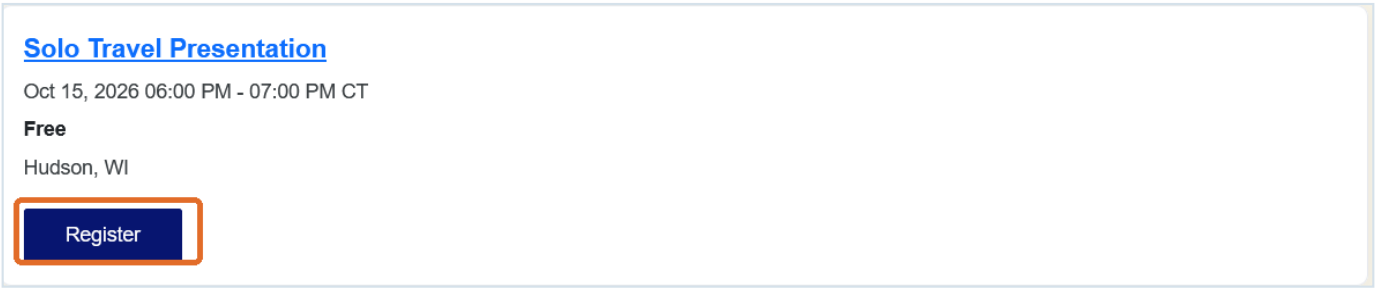
After activating your account, return to the 570 Coulee member portal and sign in with the login and password you created.

Open the member dashboard:

butterflypath.app.neoncrm.com/constituent/dashboard

5 Find your activity and select “Register.”

Check the event date and time before opening registration.



6 Read the description, then select “Get Tickets.”

For some events, the ticket will be free ($0.00).



Good to know

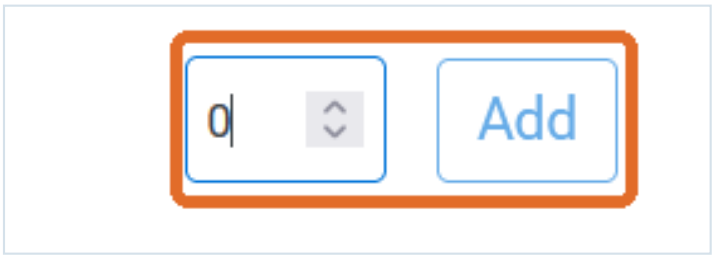
A “Members Only” label means you need an eligible member account. Event prices and spaces may vary.

Choose your ticket

Select the correct quantity before you continue to checkout.

7 For yourself, choose 1 ticket, then select “Add.”

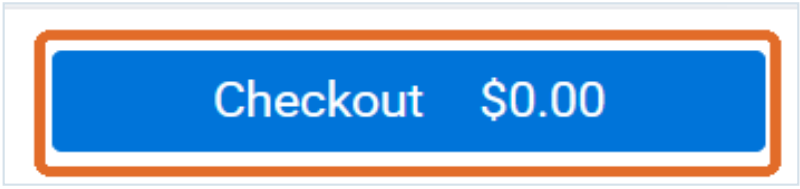
Change the number from 0 to 1. If registering a second person, choose the appropriate quantity.



The quantity starts at 0. Make sure you click Add after choosing the number.

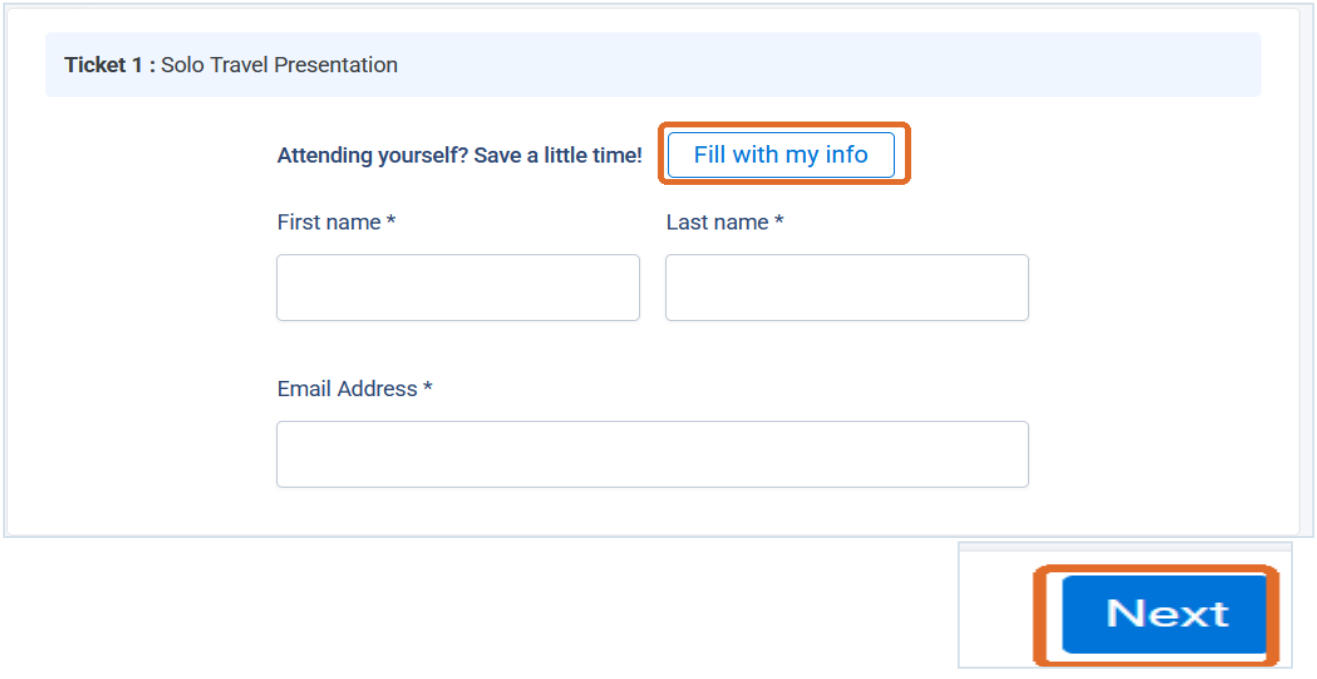
8 Select “Checkout.”

Even free events use a checkout process. A free ticket will display $0.00.



9 Enter attendee information.

Select “Fill with my info” for your own details. When complete, click Next at the bottom-right.

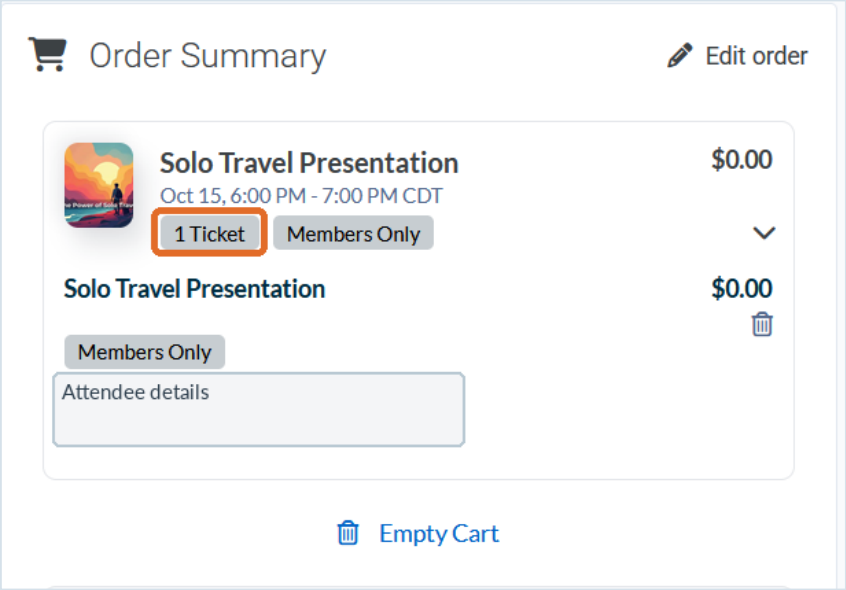


Finish registration

Complete the last step to reserve your place at an activity.

10 Review your order and attendee.

Confirm the date, quantity (for example, 1 Ticket), attendee details and total before submitting.



What to check

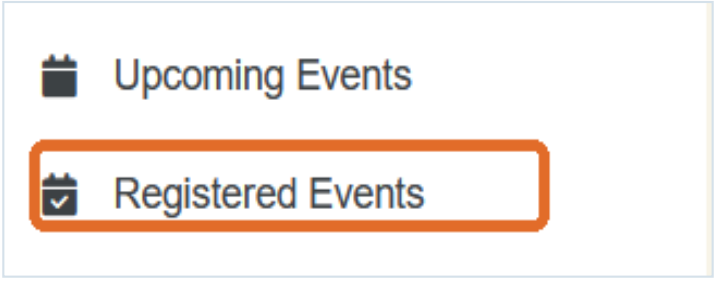
- Correct event
- Correct date/time
- Correct ticket count
- Correct attendee

11 Select “Submit Order” to finish.

For a free activity, you will still press “Submit Order | $0.00.”



12 Find your event registration later.



After registration

Select “Registered Events” to see sign-ups. If you cannot get in, check Spam/Junk and ask the welcome desk for help.

Screens shown are examples. Event dates, ticket prices, availability and page layouts may differ.