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## 2019 VENDOR OPPORTUNITIES

### Instructions for Online Registration

*Please read instructions carefully before registering.*

**Registration Deadline: December 14, 2018**

Reservations will be held on a first-come, first-served basis upon receipt of the completed Vendor Application & Agreement and full payment by December 14, 2018. *Payment by VISA or MasterCard required for online registration.* To mail a check, please [click here](#) to print Vendor Application and Agreement and mail completed form with check to: Hawaii Credit Union League; 1654 South King Street; Honolulu, HI 96826-2097.

Click on the "**REGISTRATION**" link above to process your online registration.

1. **Registration Type:** select one
  - HCUS Business Partner *if you currently have a marketing agreement with HCU Services Corporation*
  - Vendor, *returning or new businesses*
2. Click on **Add Group Registrant** and complete the following fields:
  - Registrant Name *(person receiving all communication from HCUL)*
  - Registrant Address
  - Phone
  - Email
  - Website
  - Title
3. Select **Event Fees: Booth package** and/or **Sessions: Sponsorships** by checking the appropriate box(es).
4. Click on **Add Demographics**
  - **Vendor contact person:** *if different from registrant's name to be printed in Vendor Directory.*
    - *Include: Name, title, address, city, state, zip, phone, email address*
  - **Specify registration bag item:** *vendor will provide 500 items for registration bags*
  - **Specify golf related item:** *vendor will provide 160 items for golf tournament*
  - **Products/Services:** *list organization products/services to credit unions*
  - **Sponsors only:** *check box if you will provide 500 one-page marketing pieces for registration bags.*
5. Click on **Add to Group**
6. Click on **Add to Cart** and verify items in the cart
7. Click on **Check-Out**
8. Process VISA or MasterCard payment

By submitting your Vendor Application & Agreement online, you agree to abide by the requirements of the Hawaii Credit Union League as stated in the [Vendor Opportunities Terms and Conditions](#).

**Mahalo for your participation!**