## OLD CAR FESTIVAL 2014 Registration Procedures for NEW Participants

- 1. Go to <a href="http://registration.thehenryford.org">http://registration.thehenryford.org</a>
- 2. You will see a login page. Click on "Sign up now!" at the bottom of the box.

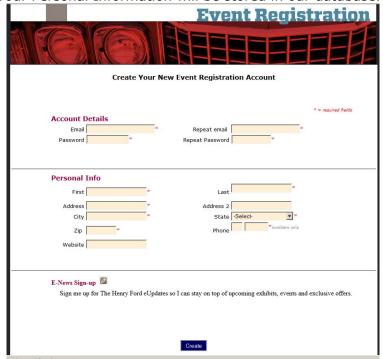
login
Thank you for registering for one of The Henry Ford Events!
We look forward to providing you with a memorable experience.

Email Address:
Password:

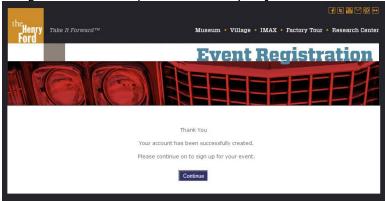
Forgot your password?

Don't have an Event Registration account? Sign up now!

3. You will see a page asking for your account details, user name, password, and personal information. Enter all required information. Your Account Details (email address and password) will be used in subsequent logins. Your Personal Information will be stored in our database. Click "Create."



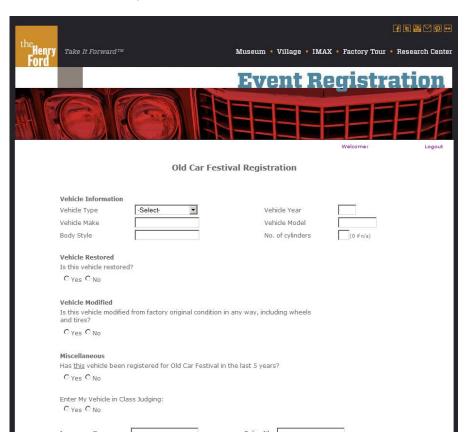
4. You will see a page confirming your account. You will be able to access this account and register for events in the future using the email and password that you just created. Click "Continue."



5. You will see a page listing all of our events. Click on "Old Car Festival" and then "Go."



- 6. You will see a page that asks for all your vehicle information. Enter all required information and hit "Submit."
  - If your vehicle has not been restored, you will need to give subsequent information regarding your vehicle.
  - If your vehicle has been modified, you will need to give subsequent information about any modifications you have made.
  - If your vehicle HAS NOT been registered before at Old Car Festival, you MUST submit THREE photos:
    - o A ¾ angle picture of the front and side
    - A ¾ angle picture of the back and side
    - A full side profile picture
  - To upload files, click on "Browse" and find the file on your computer. Once you have found the file, click on it, and click "Upload File(s)." You may also click on the blue "i" to get more information on how to upload a file.



7. You will see a "Thank you" page. If you wish to register additional vehicles for Old Car Festival, click on "Add Another Vehicle" and it will take you through the process again.



You are now registered in our system. Your admittance to the 2014 Old Car Festival will be pending until you are accepted by a member of The Henry Ford. Once your vehicle is accepted, you will receive payment information. After you make your payment, you will receive a confirmation email with a link to details about our event.

If you are registering a vehicle for the first time, your vehicle must be approved by one of our staff of curators. This may take up to a few weeks.

You will receive further pertinent information from a member of The Henry Ford Creative Programs team.