REGISTRATION POLICIES:

Registration opens: June 8, 2015 at 9 a.m. MDT. Go to www.fedflyfishers.org to register. We will NOT accept any faxed or mailed registration prior to that date and time. These registration policies are subject to change at any time to adapt as needed. If you do not advance register, day passes for 8/7, 8/8 & 8/9 are available: $15/day per individual or $20/day per family.

Online Registration: We offer online registration through RegOnline, a worldwide registration company. The service provides a real-time registration process and enhances our ability to manage all aspects of the Fair. Registration includes entry into the exhibit hall for the three day period. You must also register to sign up for workshops, meal events or any special activities.

Group/Family Registration: The system will allow a group to register, however each attendee within the group will have to register for their own activities.

Registration deadline: Registration will close July 27, at 7:00 a.m. MDT. After that date you may register on site at the Fair Registration Desk during the show. You may also purchase available workshops at that time.

EQUITABLE REGISTRATION POLICY: We encourage online registration to ensure the registrant has access to the most current available workshops. We will accept and process faxed and mailed registrations which we manually enter into the online registration system in the order they are received starting the day registration opens. Mailed registrations will be entered the day they are received in alpha order. If you are a member you will be required to give your member number. Please have it available. If you are a not a member you may join, or choose to register as a non-member for non-member pricing.

Meal Tickets: All meal tickets must be purchased prior to registration close date to guarantee a seat.

Workshop Pricing: There will be member and non-member pricing for workshops.

Wait Lists: The wait list is handled by the online registration system. If a cancellation is received the next person on the list is contacted.

Confirmation of Registration: For online, you will receive an instant confirmation. If you fax or mail your registration your entry is manually entered into the registration system and you will receive the same email confirmation. There will be member and non-member pricing for workshops.

Refund Policies:

1. Changing workshops or Cancelling a workshop:
   a) Modify your registration online. To do this, just log on to the RegOnline system with your username and password. Optionally you may call, or write with your requested change(s). NO changes, regardless of method, will be accepted after 7 a.m. MDT July 27, 2015.
   b) Unlimited changes are available if you make changes through our online service. One free change can be made to your mailed or faxed registration. A processing fee of $10.00 will be assessed for subsequent changes. All changes must be made before 7 a.m. MDT July 27.
   c) When using the online system, it should not allow overlap in your schedule; however it is advised you review your schedule to make sure. When registering by paper, it is your responsibility to make sure your workshops do not overlap - we do NOT check this for you. We will not refund overlapped workshops in this case.
   d) If you are unable to attend a workshop for which you have enrolled, we encourage you to select a replacement. Submit your change online or call the IFFF office prior to July 27, 7 a.m.
   e) On-site workshop changes/cancellations cannot be accepted or refunds issued unless for special circumstances. Check in with the IFFF staff at the registration desk.
   f) If you are a ‘No-Show’ to a workshop(s) defined by attendance records, you will not receive a refund.
   g) The IFFF reserves the right to cancel any workshop for any reason. If IFFF makes a change which prevents you from attending, you will receive a full refund for that workshop.
   h) In the event that a workshop instructor cancels his/her workshop, the IFFF reserves the right to select a skilled alternate instructor. No refund will be issued in this case, unless the workshop is not held.

2. Wait list:
   a) The online registration system will handle online wait lists and you are not charged unless you get into the workshop. By fax or mail; if you pay for a workshop and are waitlisted for that workshop and are not admitted to the workshop you will receive a refund by mail as soon as possible; some refunds may take until after the Fair. Please allow up to 4 weeks after the Fair for the refund.

3. Cancelling attendance to the Fair: (If you are not able to attend after you have registered)
   a) All cancellations will incur a $25 cancellation fee for processing, regardless of when the cancellation is received.
   b) Refunds will be issued on cancellations received prior to July 27, 7 a.m. 2015 less the $25.00 cancellation fee. Refunds will be processed as soon as possible.
   c) Cancellations received after July 27, 7 a.m. will NOT be refunded. All fees and meal tickets purchased will be forfeited.
   d) Cancellations can be submitted by mail or by phone.
   e) If you choose you may donate all or a portion of your refund to the IFFF.

*The International Fly Fishing Fair is the only fundraising event to support the ongoing mission and goals of the IFFF. At any time during the online process you may make a donation to the IFFF. If you register by mail check the donation box and note the amount. You will be sent a donation letter for tax purposes.

Please call the IFFF office if you have any question about these policies at (406) 222-9369.