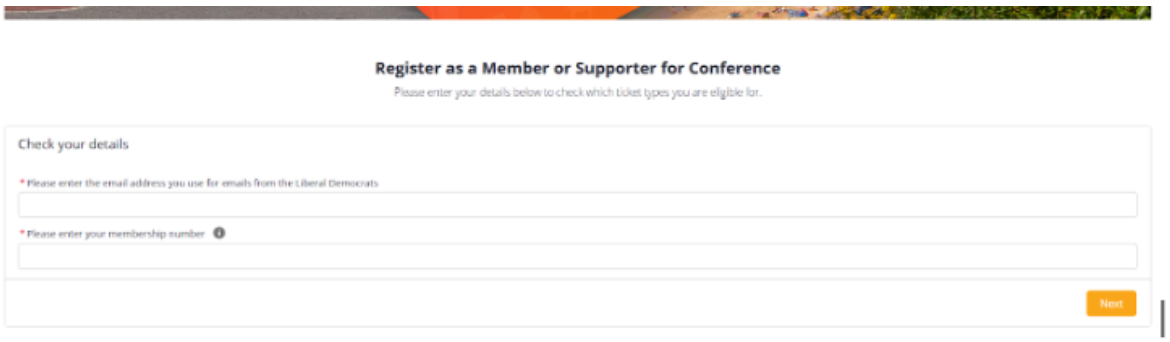
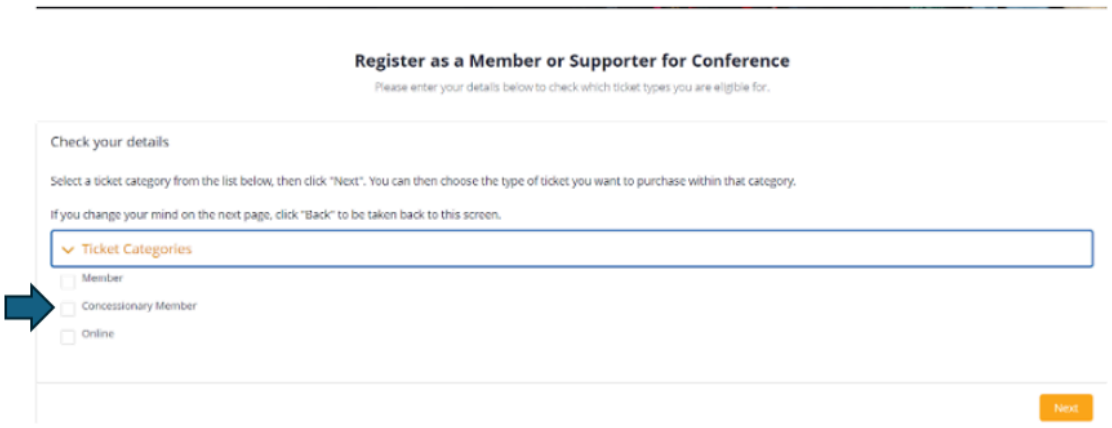
Step by step guide - Registration Spring Conference 2027

1. Go to this link to register as **Member, Parliamentarian or Supporter**
   All other categories are on our **website** (including for commercial, observers, charity observers, media, diplomats, etc).

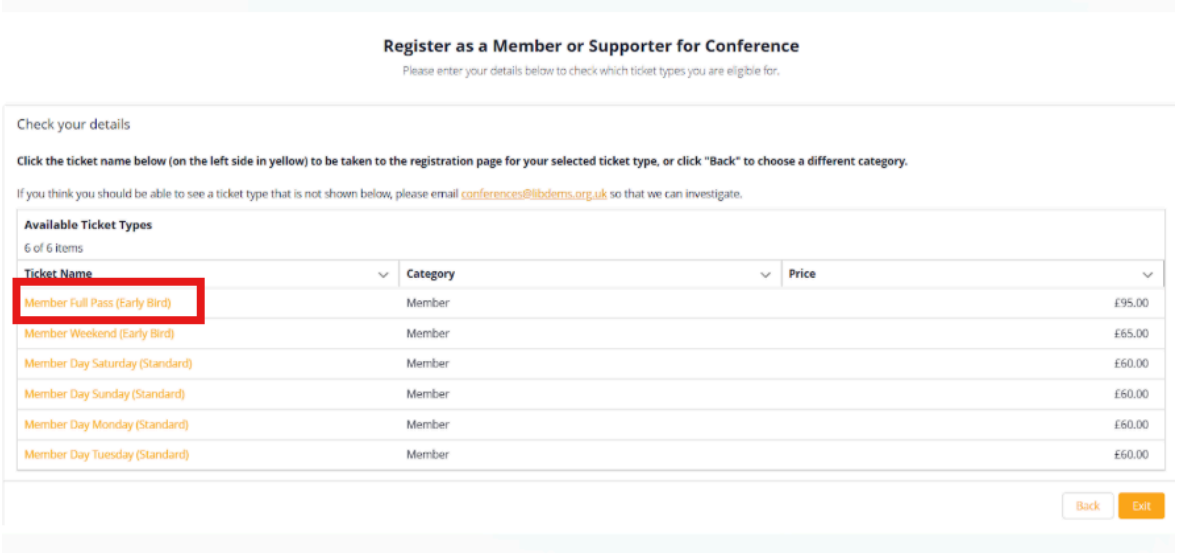
   Please insert your Lib Dem email address and your membership number and click 'Next'.
   You can find your membership number in the footer of all emails sent from the Lib Dems and on the back of your membership card.



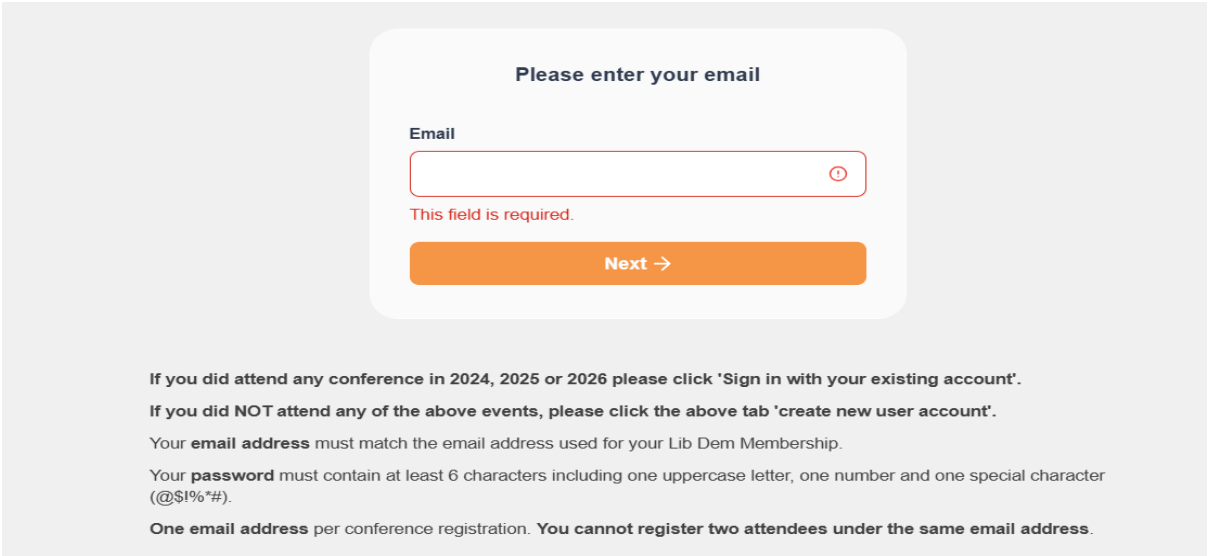
   Select the ticket category you want to register for and click 'Next'.



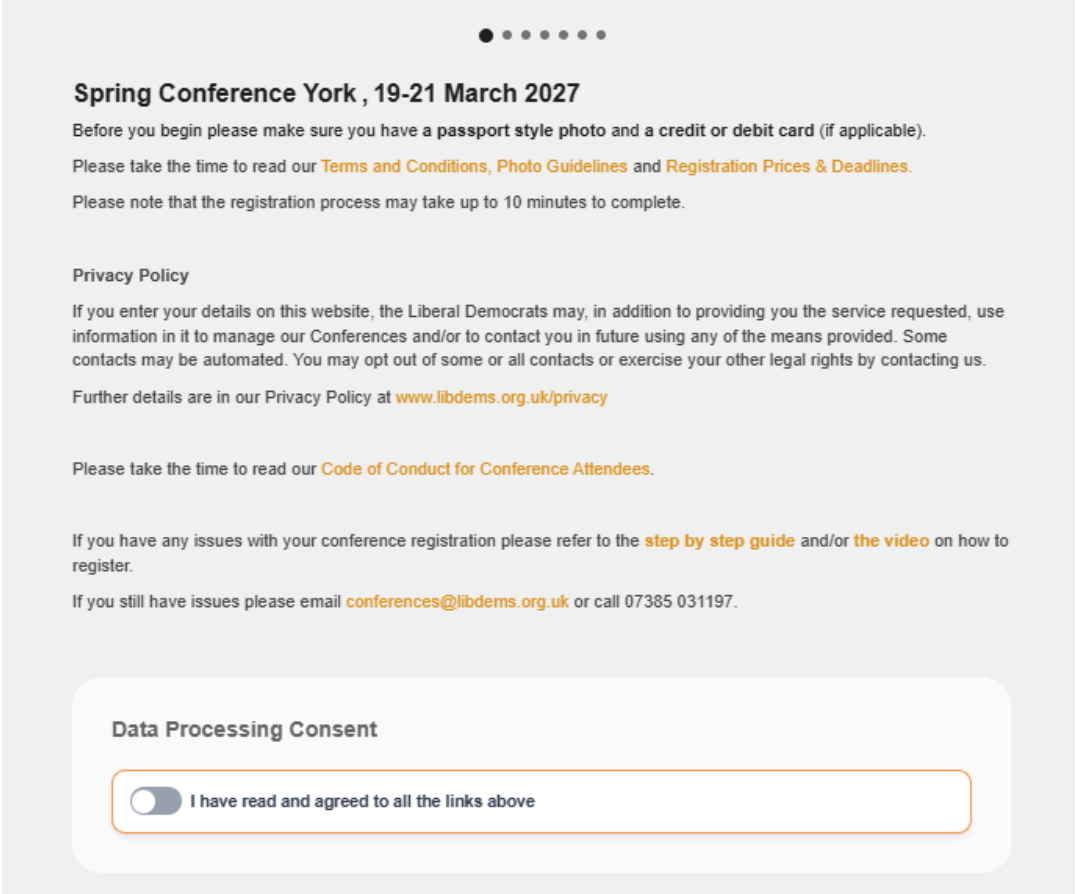
Click on the correct orange link (marked in red below - please choose the correct category for you) and it will direct you to the registration site for the ticket category you have chosen.



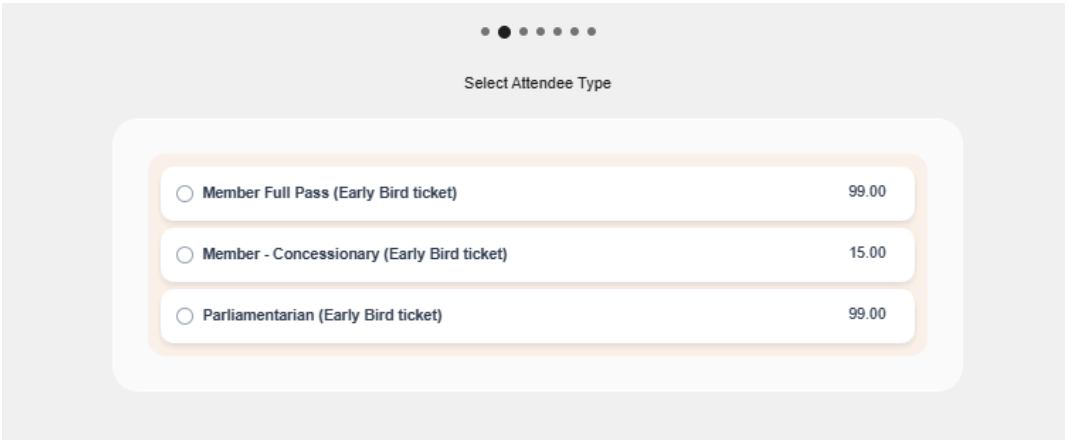
If you did attend any conference in 2024, 2025 and/or in 2026 please insert your email address and the system will insert your password and you just need to click 'Sign in'.
If you did NOT attend any of the above events, please insert your email address and then create a password.



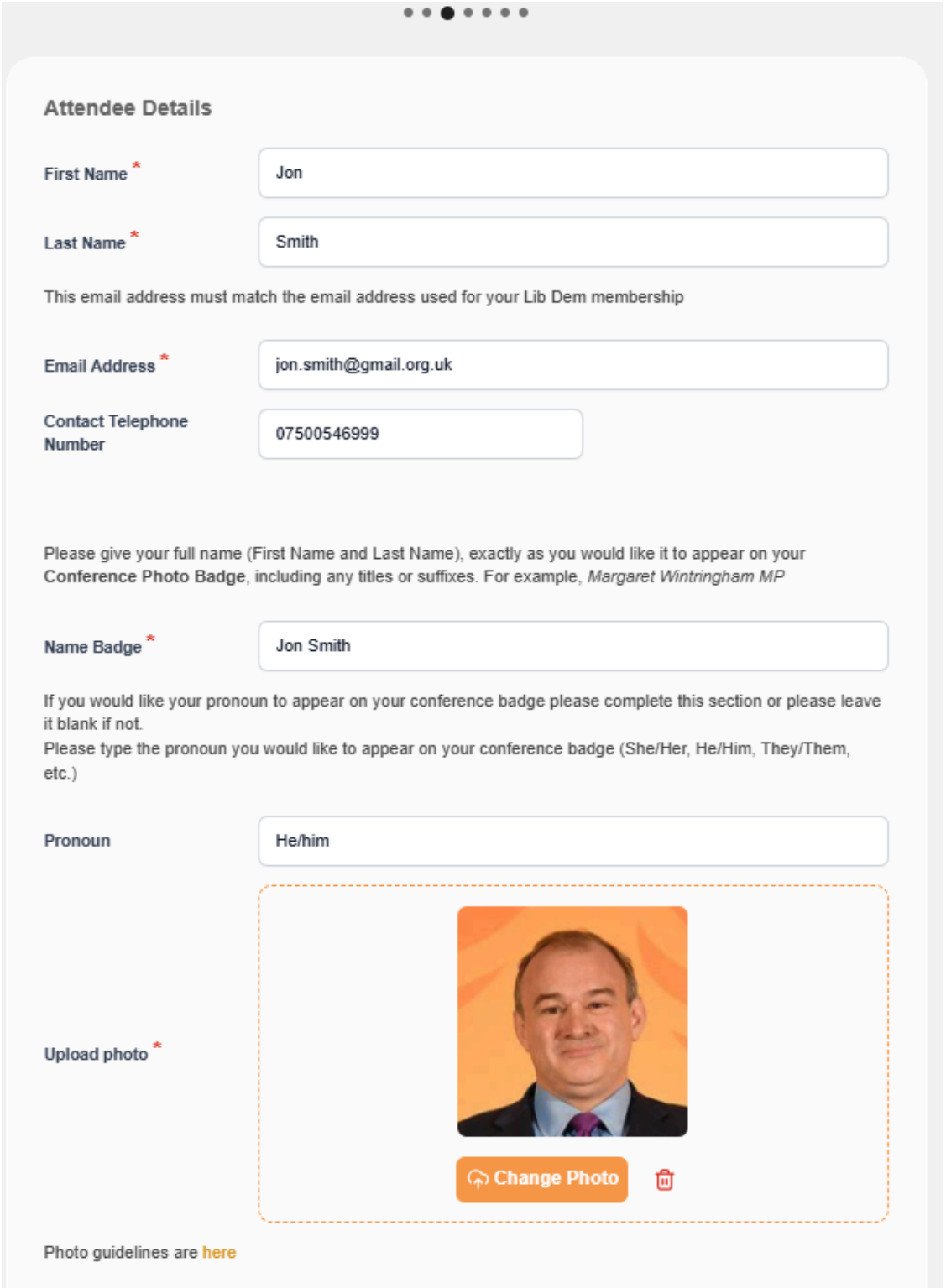
2. Please read carefully the information below and accept (click on) the Data Processing Consent.

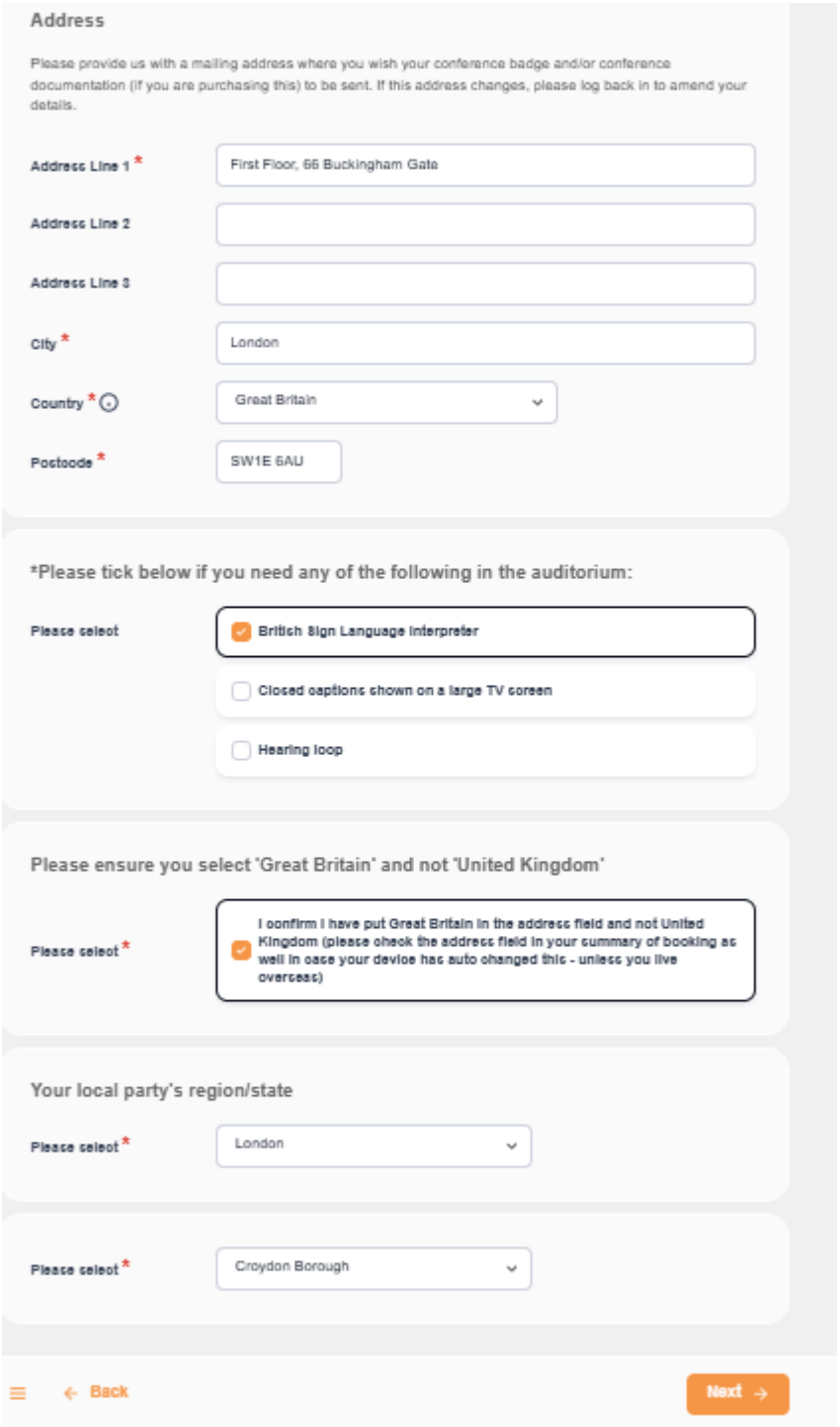


3. Please select (click on) the attendee type and click ‘Next’.



4. Complete the '**Contact Details**' section and click 'Next'.
   - Please note that all items with a red asterisk do need to be completed.

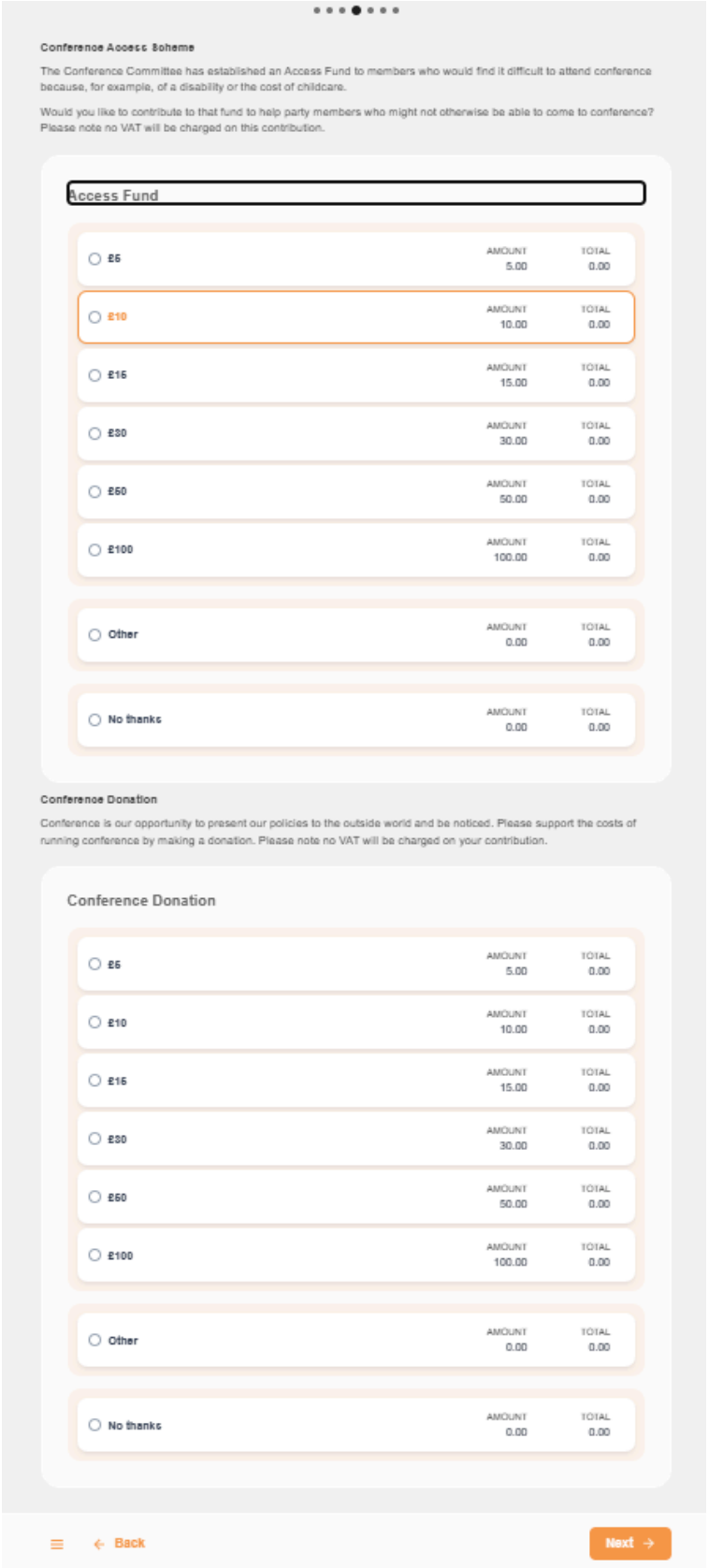




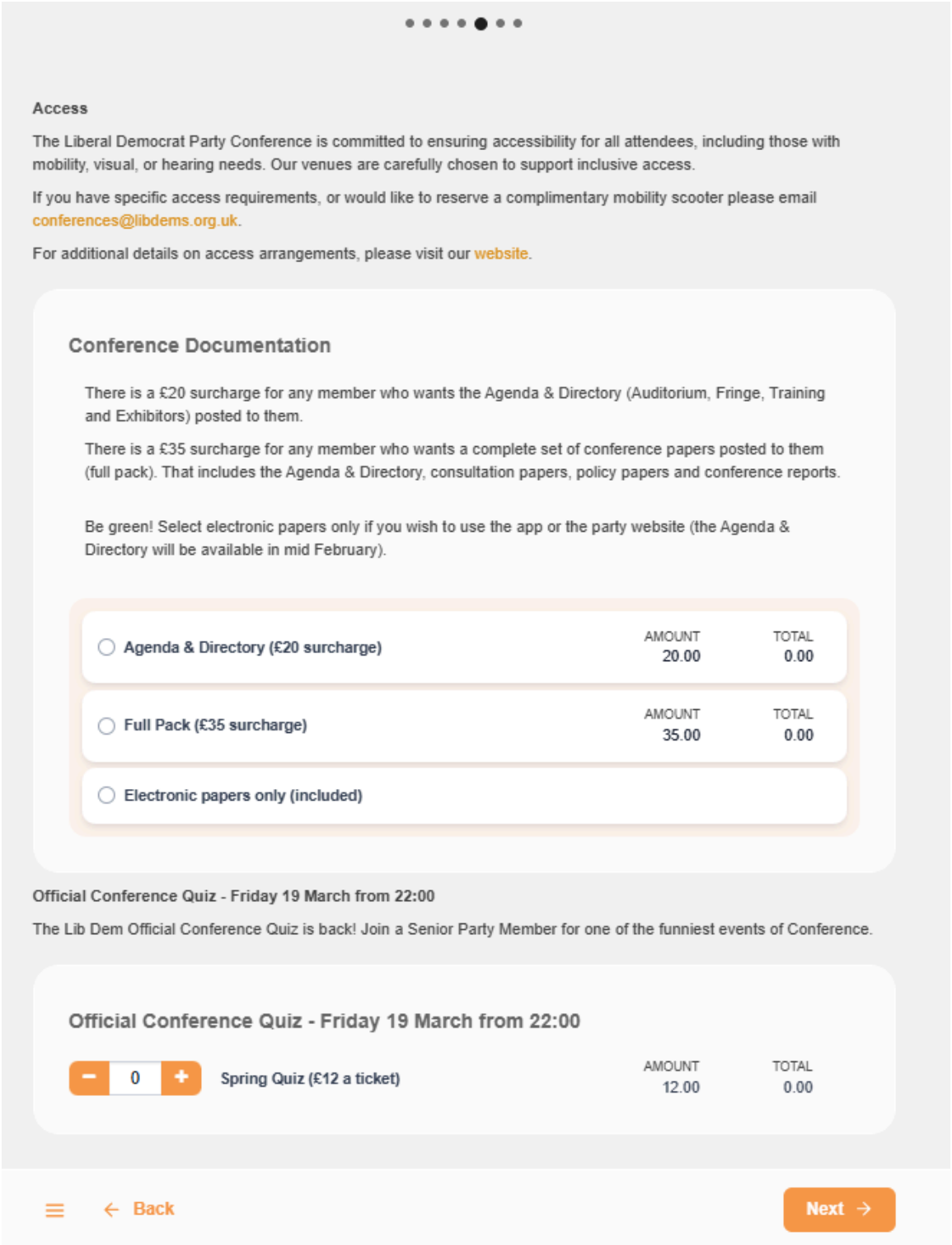
- For your conference badge photo you have 2 options: upload a photo you already have on your device or take a photo with your device.

- Please do not forget to put Great Britain in the address field

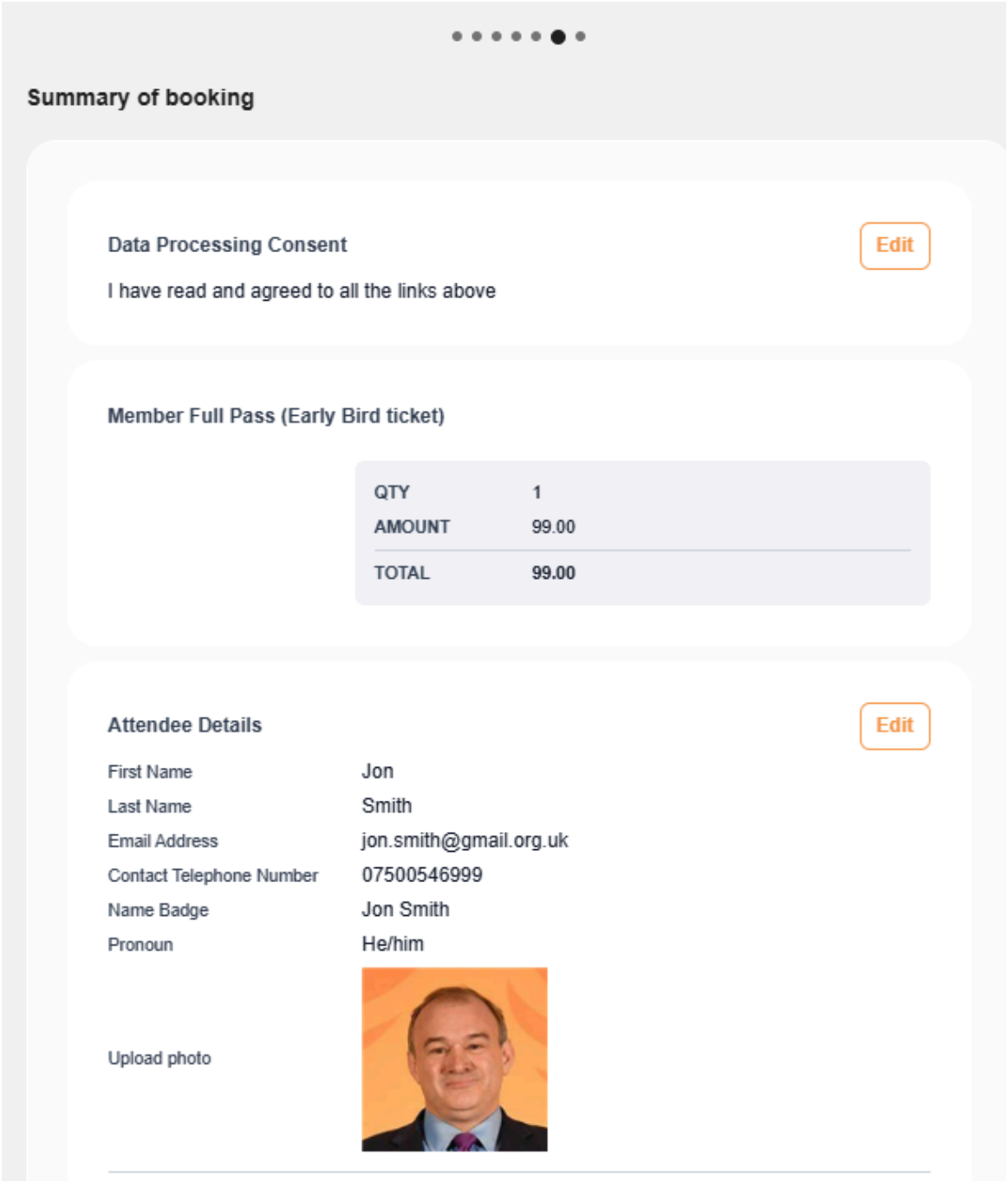
5. If you want to make a donation please do, you have the Conference Donation or the Conference Access Scheme option. These are optional.



6. If you would like to purchase the Conference Documentation (to be posted to you) please select it here.
   You also have the option to purchase your quiz ticket.



7. At the end of the registration you have the ‘Summary of booking’.
   You can edit your conference registration here (there is on button on the right hand side).
   Please ensure you have Great Britain in the address field (and that your device has not auto changed this).



Address

Edit

Address Line 1	First Floor, 66 Buckingham Gate
Address Line 2	
Address Line 3	
City	London
State	
Country	Great Britain
Postcode	SW1E 6AU

*Please tick below if you need any of the following in the auditorium:

Edit

British Sign Language interpreter	✓

Please ensure you select 'Great Britain' and not 'United Kingdom'

Edit

I confirm I have put Great Britain in the address field and not United Kingdom (please check the address field in your summary of booking as well in case your device has auto changed this - unless you live overseas)	✓

Your local party's region/state

Edit

London	✓
Croydon Borough	✓

Access Fund

Edit

£5

QTY	1
AMOUNT	5.00
TOTAL	**5.00**

Conference Donation

Edit

£5

QTY	1
AMOUNT	5.00
TOTAL	5.00

Conference Documentation

Edit

Agenda & Directory (£20 surcharge)

QTY	1
AMOUNT	20.00
TOTAL	20.00

Official Conference Quiz - Friday 19 March from 22:00

Edit

Spring Quiz (£12 a ticket)

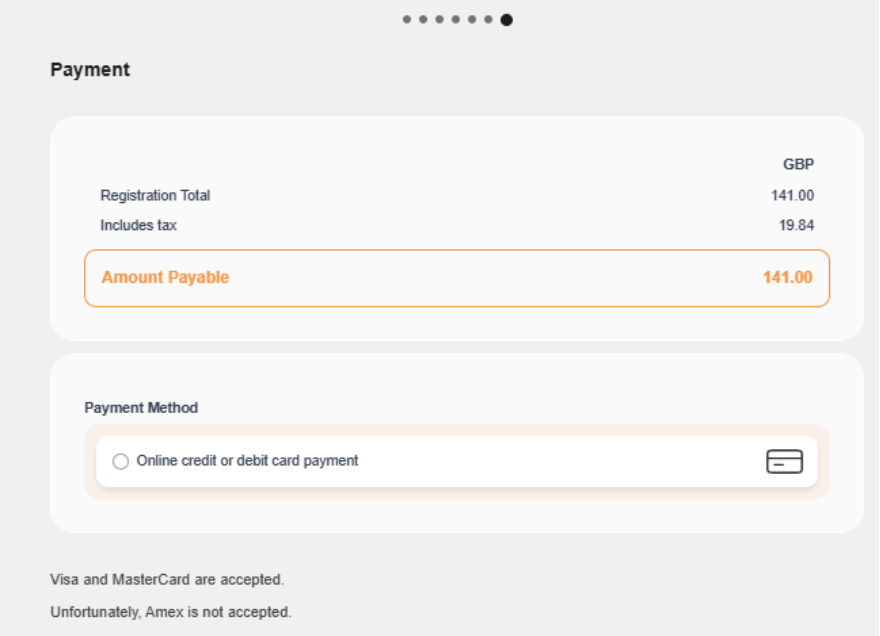
QTY	1
AMOUNT	12.00
TOTAL	12.00

Total	141.00
Includes tax	19.84

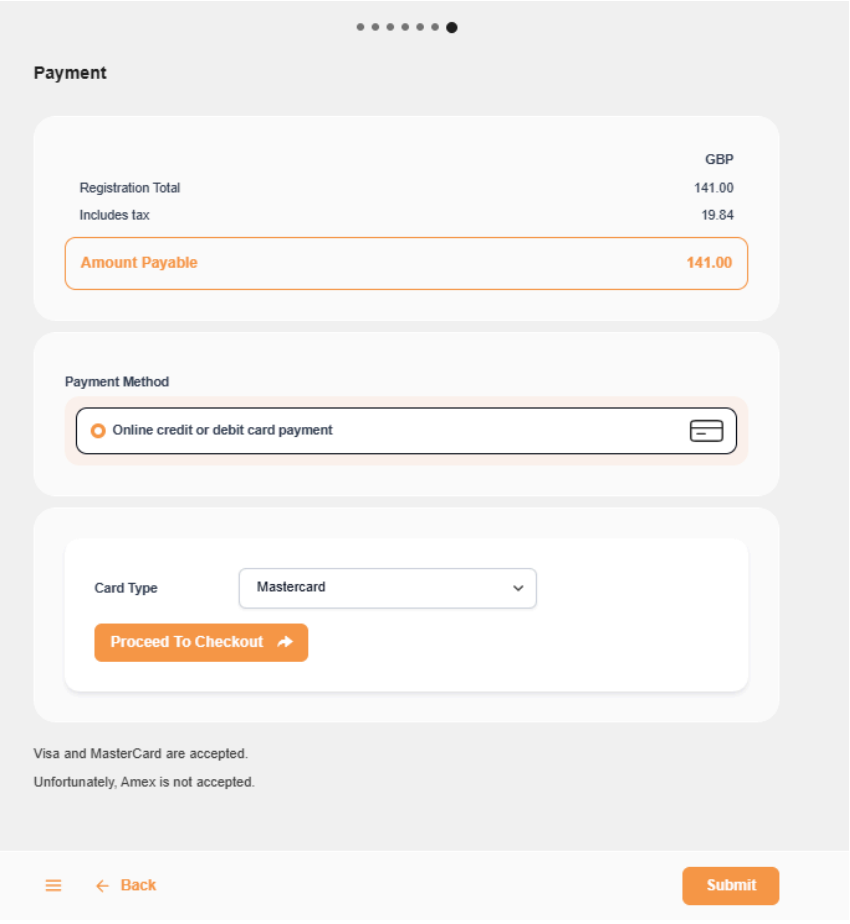
Back

Next

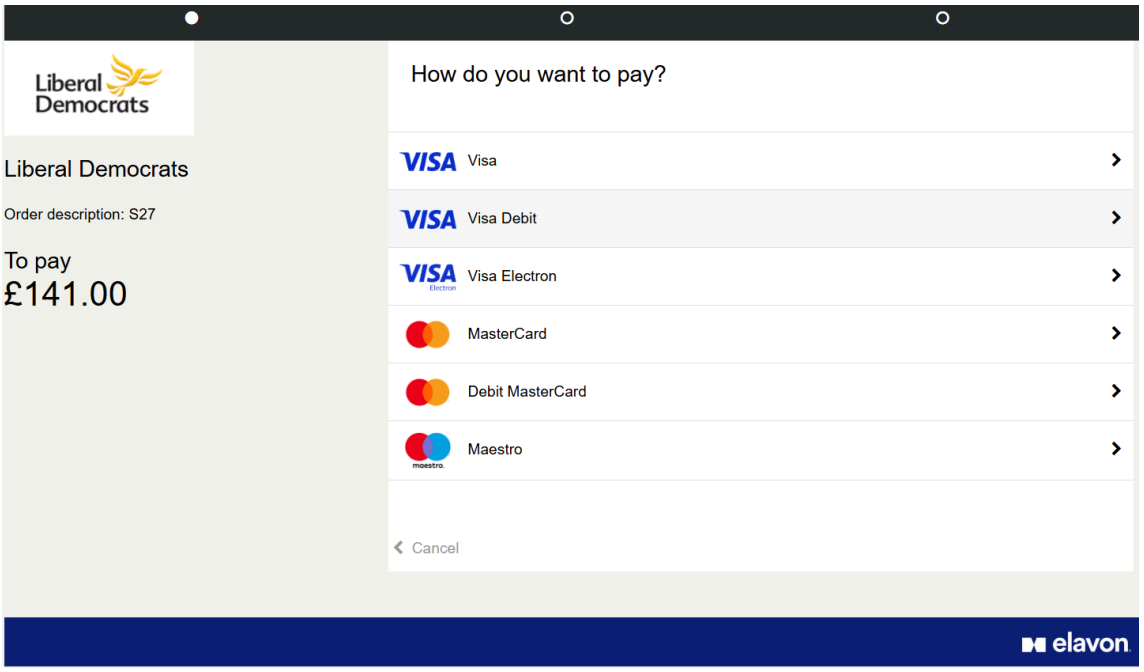
8. You are now on the payment page.



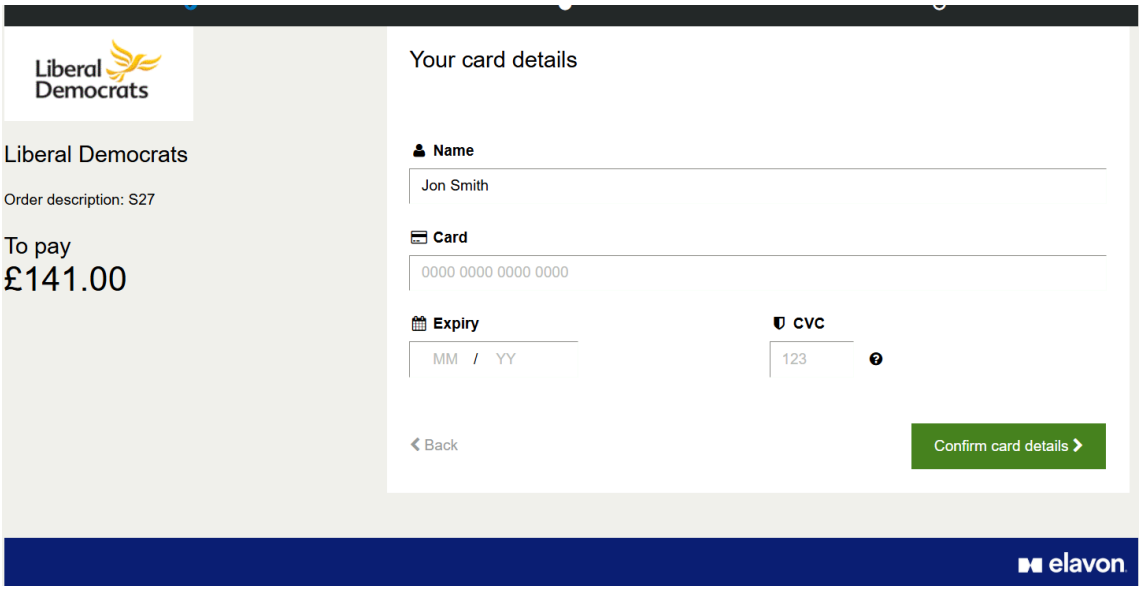
Please select ‘Online credit or debit card payment and then select the payment method (Mastercard or visa) and then click ‘Proceed to checkout’.
Amex is not accepted.



9. Select how would you like to pay



And then insert your card details



Please note your bank will send you a text message to authorise the payment. You need to use a card that is authorised for online payments - and that you have linked with your mobile phone in order to authorise this.

Please note that in the last few months the IT team had to massively strengthen our payment authentication online.

Please make sure your full name, address, and postcode are the same in your credit card so the system can approve the payment.

10. You are now registered and will receive a confirmation of booking email.

We look forward to seeing you at the conference!

If you still need assistance, please email: conferences@libdems.org.uk or
tel: 07385 031197 / 020 3540 4748