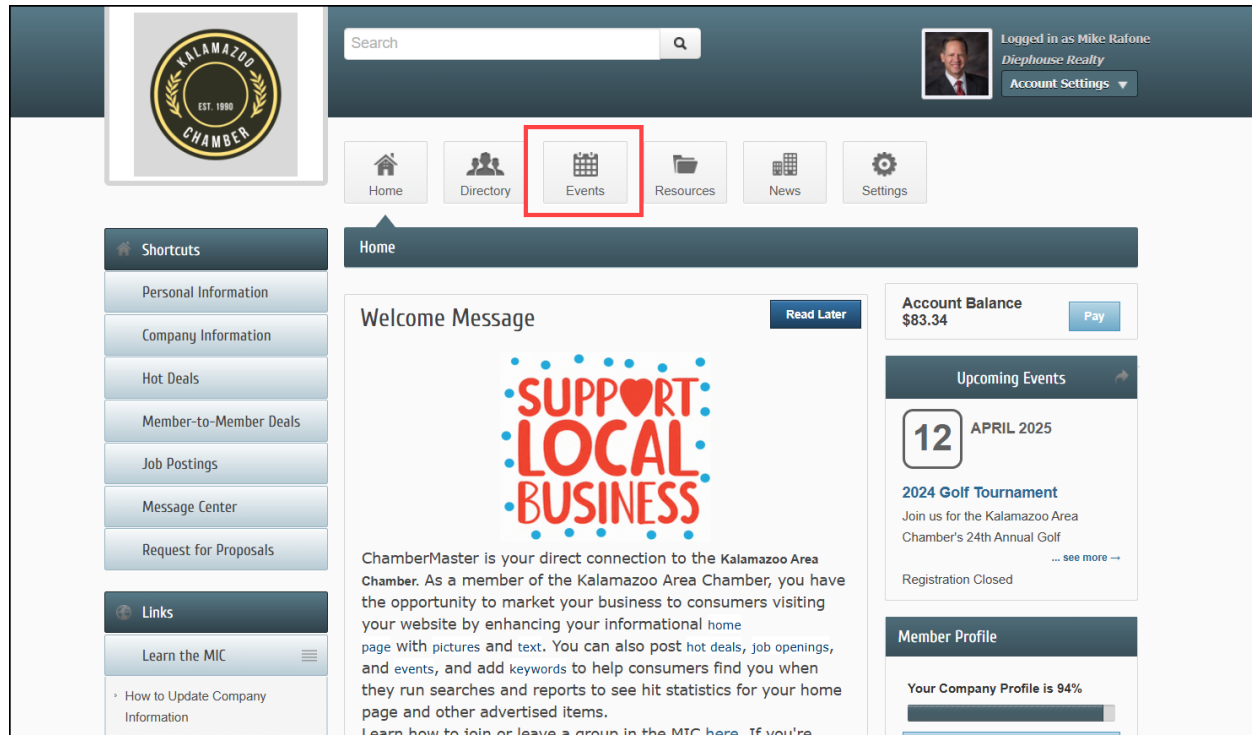
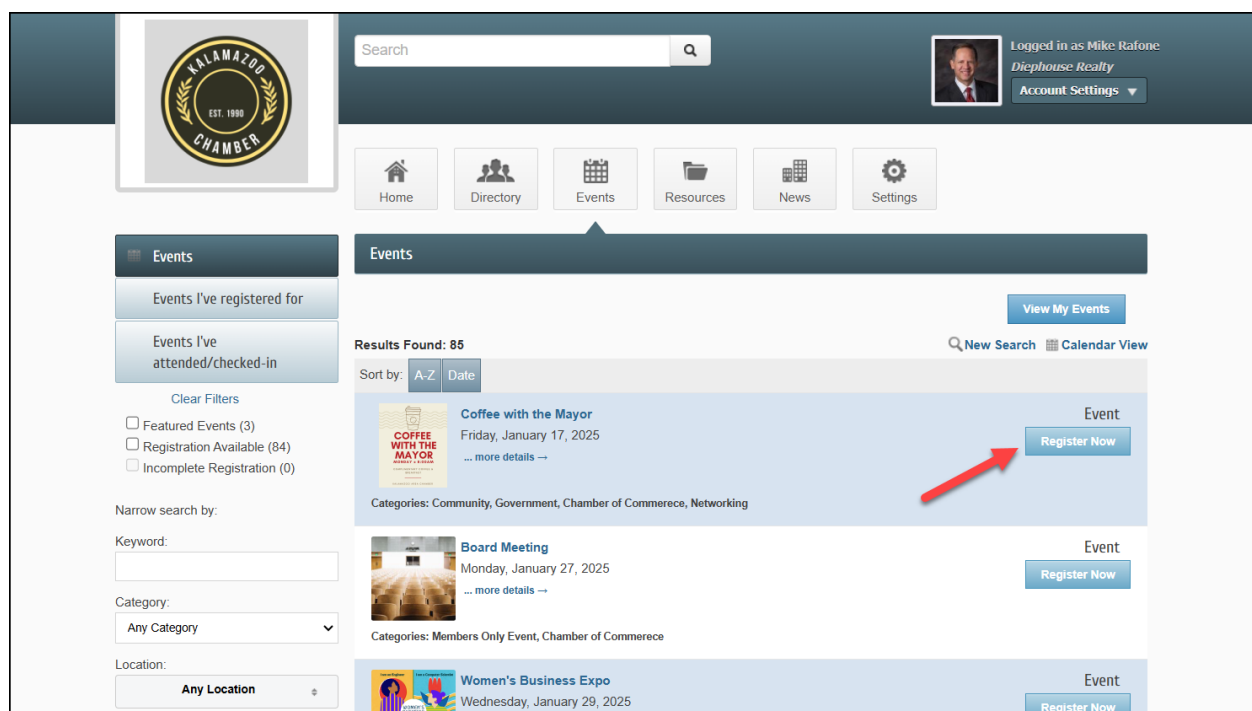


Register for an Event via MIC for Your Members

1. Log in to the **Member Information Center (MIC)** and select **Events**.



2. Select the **Register Now** button for the event you would like to register for.



3. Complete the event registration.

The screenshot shows the Kalamazoo Chamber website interface. The top navigation bar includes a search bar, a user profile for Mike Rafone (Diephouse Realty), and account settings. Below the navigation bar are icons for Home, Directory, Events, Resources, News, and Settings. The left sidebar has a menu with 'Events', 'Events I've registered for', and 'Events I've attended/checked-in'. The main content area is titled 'Event Registration' and features the event 'Coffee with the Mayor' on January 17, 2025, from 7:00 AM to 9:00 AM (EST). A yellow banner indicates the user is logged in as Mike Rafone. Below this is a table for attendees with columns for First Name, Last Name, Company, and Email. The table contains one entry: Mike Rafone, Diephouse Realty, mike@mailinator.com. There is an 'Add Attendee' button and a 'Total Amount: \$0.00' at the bottom.

KALAMAZOO CHAMBER EST. 1990

Search

Logged in as Mike Rafone
Diephouse Realty
Account Settings

Home Directory Events Resources News Settings

Events
Events I've registered for
Events I've attended/checked-in

Event Registration

Coffee with the Mayor

January 17, 2025 @ 7:00 AM - 9:00 AM (EST)

We've automatically logged you in as **Mike Rafone** of **Diephouse Realty** using your active session. Not you? [Click here to re-login.](#)

First Name	Last Name	Company	Email
Mike	Rafone	Diephouse Realty	mike@mailinator.com

Add Attendee

Total Amount: \$0.00

4. To view event registrations, select the **Events I've Registered for** link.

The screenshot shows the Kalamazoo Chamber website interface. The top navigation bar includes a search bar, a user profile for Mike Rafone (Diephouse Realty), and account settings. Below the navigation bar are icons for Home, Directory, Events, Resources, News, and Settings. The left sidebar has a menu with 'Events', 'Events I've registered for', and 'Events I've attended/checked-in'. A red arrow points to the 'Events I've registered for' link. The main content area is titled 'Events' and shows a list of events. The first event is 'Coffee with the Mayor' on Friday, January 17, 2025. The second event is 'Board Meeting' on Monday, January 27, 2025. The third event is 'Women's Business Expo' on Wednesday, January 29, 2025. Each event has a 'Register Now' button. The page also includes a 'View My Events' button and a 'New Search' button.

KALAMAZOO CHAMBER EST. 1990

Search

Logged in as Mike Rafone
Diephouse Realty
Account Settings

Home Directory Events Resources News Settings

Events
Events I've registered for
Events I've attended/checked-in

Clear Filters

☐ Featured Events (3)
☐ Registration Available (84)
☐ Incomplete Registration (0)

Narrow search by:

Keyword:

Category: Any Category

Location: Any Location

Events

View My Events

Results Found: 85

Sort by: A-Z Date

Coffee with the Mayor
Friday, January 17, 2025
... more details →
Categories: Community, Government, Chamber of Commerce, Networking

Board Meeting
Monday, January 27, 2025
... more details →
Categories: Members Only Event, Chamber of Commerce

Women's Business Expo
Wednesday, January 29, 2025

Event Register Now

Event Register Now

Event Register Now

5. To make changes to event registrations, select the **Add/Edit Registration** button.

The screenshot displays the Kalamazoo Chamber of Commerce website interface. At the top left is the Kalamazoo Chamber logo. A search bar is located at the top center. On the top right, a user profile for Mike Rafone is shown, logged in as 'Mike Rafone' from 'Diephouse Realty', with an 'Account Settings' dropdown. Below the header is a navigation bar with icons for Home, Directory, Events, Resources, News, and Settings. The 'Events' section is active, showing a sidebar with filters for 'Events I've registered for' and 'Events I've attended/checked-in'. The main content area displays 'Results Found: 1 (Events I've Registered For)' for the event 'Coffee with the Mayor' on Friday, January 17, 2025. The 'Add/Edit Registration' button is highlighted with a red box.

Search

Logged in as Mike Rafone
Diephouse Realty
Account Settings

Home Directory Events Resources News Settings

Events

Events I've registered for

Events I've attended/checked-in

Clear Filters

Narrow search by:

Keyword:

Category: Any Category

Location: Any Location

Month: Any Month

View My Events

Results Found: 1 (Events I've Registered For)

Sort by: A-Z Date

COFFEE WITH THE MAYOR
Friday, January 17, 2025
... more details →

Categories: Community, Government, Chamber of Commerce, Networking

Add/Edit Registration