

Behavior Services Program Vendor Forum

Sign-up instructions

1. Online registration accepted until April 26, 2017 or until the session is full.
2. Registration must be completed **ONLINE** through Alta's website as follows:
 - [Click here](#) or go to www.altaregional.org
 - On Alta's home page on top click on "Service Providers." Click on "Vendor Forum" click on "Behavior Services Program Vendor Forum". The sign-up options will be displayed.
 - On the next screen select the "Behavior Services Program Vendor Forum". Each attendee needs to be registered separately. Limit 2 individuals per program.
 - After you have selected the Forum session, click on "Register Selected Class"
 - The next screen provides an overview of the Forum you just selected. **Below that message you will see additional "Registration Information" you need to complete.**
 - You must type in your first name, last name and phone number. Please include company name and email address. Click on "Register" to complete the process
 - If you have completed the process successfully you will receive a message on the next screen. Click on "Done". If you have provided your email address you will later receive a confirmation email indicating you have successfully registered for the Forum.
 - If you do not provide the correct information you will receive a screen that prompts you to return to the previous page to make the correction. **NOTE: If you are unsuccessful in registering online your name will not appear on the registration list class.** Please contact Christine Hobbs at (916) 978-6291 with questions.
 - Please send agenda items to Nicole Smith at nsmith@altaregional.org or Aaron Strom at astrom@altaregional.org by April 26, 2017.