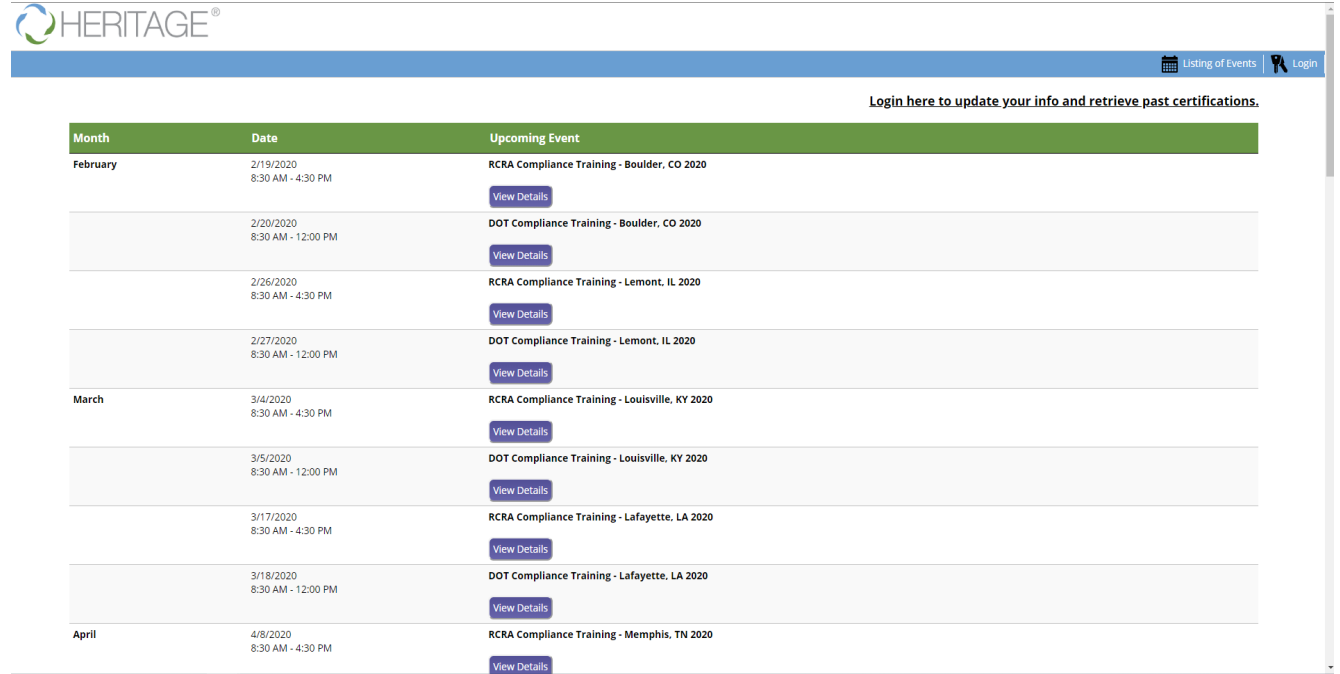


You may access the list of events and registration from our company website beginning Monday, January 13th:

<https://www.heritage-enviro.com/services/training/#schedule>

The registration link will be located in between the training prices and dates/locations.

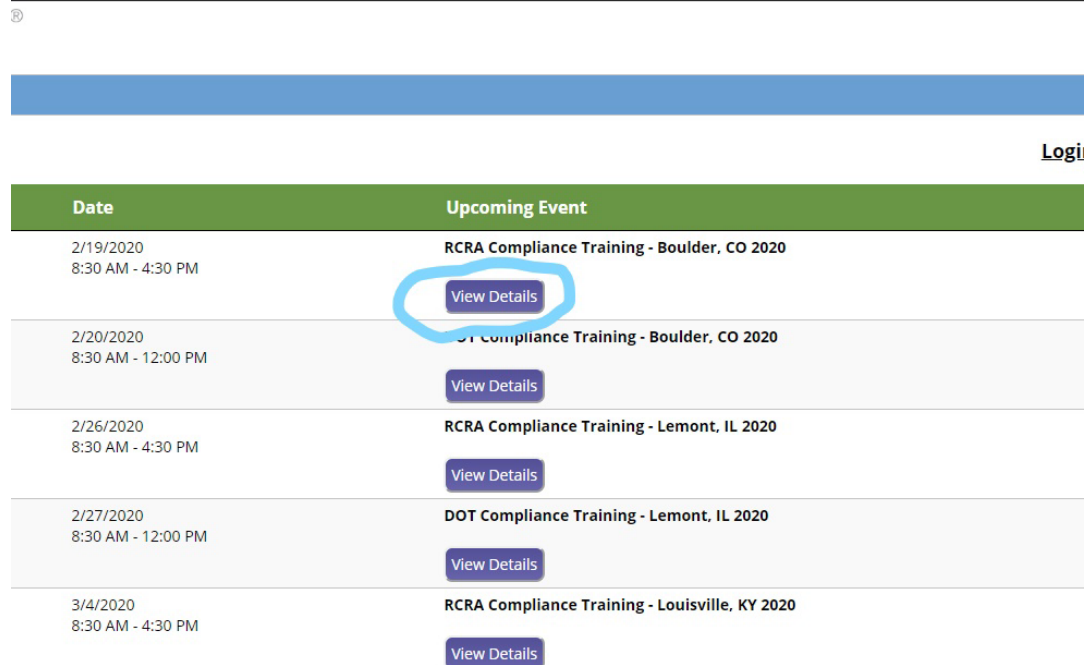
Step 1: Click on the registration link and access the list of events



The screenshot shows the Heritage Enviro website header with the logo and navigation links for 'Listing of Events' and 'Login'. Below the header is a table of upcoming events. The table has three columns: 'Month', 'Date', and 'Upcoming Event'. Each event entry includes a 'View Details' button. The events listed are:

Month	Date	Upcoming Event
February	2/19/2020 8:30 AM - 4:30 PM	RCRA Compliance Training - Boulder, CO 2020 View Details
	2/20/2020 8:30 AM - 12:00 PM	DOT Compliance Training - Boulder, CO 2020 View Details
	2/26/2020 8:30 AM - 4:30 PM	RCRA Compliance Training - Lemont, IL 2020 View Details
	2/27/2020 8:30 AM - 12:00 PM	DOT Compliance Training - Lemont, IL 2020 View Details
March	3/4/2020 8:30 AM - 4:30 PM	RCRA Compliance Training - Louisville, KY 2020 View Details
	3/5/2020 8:30 AM - 12:00 PM	DOT Compliance Training - Louisville, KY 2020 View Details
	3/17/2020 8:30 AM - 4:30 PM	RCRA Compliance Training - Lafayette, LA 2020 View Details
	3/18/2020 8:30 AM - 12:00 PM	DOT Compliance Training - Lafayette, LA 2020 View Details
April	4/8/2020 8:30 AM - 4:30 PM	RCRA Compliance Training - Memphis, TN 2020 View Details

Step 2: Select the events you would like to register for by clicking View Details (You will need to register for RCRA and DOT both if you wish to attend both)



The screenshot shows a close-up of the event list. The 'View Details' button for the first event, 'RCRA Compliance Training - Boulder, CO 2020', is circled in blue. The table structure is as follows:

Date	Upcoming Event
2/19/2020 8:30 AM - 4:30 PM	RCRA Compliance Training - Boulder, CO 2020 View Details
2/20/2020 8:30 AM - 12:00 PM	DOT Compliance Training - Boulder, CO 2020 View Details
2/26/2020 8:30 AM - 4:30 PM	RCRA Compliance Training - Lemont, IL 2020 View Details
2/27/2020 8:30 AM - 12:00 PM	DOT Compliance Training - Lemont, IL 2020 View Details
3/4/2020 8:30 AM - 4:30 PM	RCRA Compliance Training - Louisville, KY 2020 View Details

Step 3: You will now be on the event information page. Click Register Now

Welcome: Jessica Coy | Listing of Events | Pending Registrations: 0 | My Account | Logout

Register

Registration open through 2/14/2020 10:00 AM Mountain Time (US & Canada)

Register Now

Class Fee

Registration is \$275.00

Location

Renaissance Boulder Flatiron Hotel
500 Flatiron Blvd
Broomfield, CO 80021
[Click here for directions](#)

Presenting

in accordance with 40 CFR 262.34(a)(4) incorporating
us waste management and emergency procedures.
ulatory Review course is designed to provide a
ss the following topics:

Step 4: Click the HERITAGE EMPLOYEE LOGIN button and use your everyday Heritage credentials to login

Email Address/Login ID

Password

- Click Here to Login
- Heritage Employee Login**
- Forgot your Login ID and/or Password?
- Create a New Account



The Heritage Group

Sign in with your organizational account

jcoy@heritage-enviro.com

Sign in

Step 5: Register



Options	Name
Register	Jessica Coy

Click Here to Add Another Registrant to Your Account

Step 6: Fill out your information and submit

All questions marked by an asterisk are required

Event Name: RCRA Compliance Training - Boulder, CO 2020

*Company: Heritage

*First Name: Jessica

*Last Name: Coy

*Phone Number: [] (000-000-XXXX)

*Email Address: []

*Retype Email Address: []

*Address: []

*City: []

*State/Province/Region: []

*Zip/Postal Code: []

*Dietary Restrictions:

- None
- Vegetarian
- Vegan
- Allergy
- Other

*Allergies or Other Dietary Restriction: very picky

Submit Registration Cancel

Step 7: At this time, you may add another event you wish to attend (remember you must register for both RCRA and DOT if you want to attend both), checkout, or (customers only may) register another person for THIS event



Welcome: Jessica Coy | Listing of Events | View Cart | Checkout | Pending Registrations: 1 | My Account | Logout

You must Checkout to complete the registration process.

Options	Name	Events	Status	Balance
Edit Cancel	Jessica Coy	2/19/2020 - RCRA Compliance Training - Boulder, CO 2020 (RCRA CO 2020 - 696060/567300)	Pending - Confirmed	\$0.00
				Balance Due: \$0.00

[Click Here to Checkout Now](#)
[Register Another Individual for the Same Event](#)
[Click Here to Register for Another Event](#)

Once you have all the items you would like in your cart you need to **CHECKOUT** to confirm your registration, but do not checkout until all your events are in the cart.

Due to the amount of detail, private information, password requirement, and future access to all their training materials- customers must register themselves as individuals or by their company admin.

For this example I registered for both the Pittsburgh RCRA and DOT and they are now in my cart.

Welcome: Jessica Coy | Listing of Events | View Cart | Checkout

You must Checkout to complete the registration process.

Options	Name	Events	Status
Edit Cancel	Jessica Coy	4/16/2020 - DOT Compliance Training - Pittsburgh, PA 2020 (DOT PA 2020 - 696015/567300)	Pending - Confirmed
Edit Cancel	Jessica Coy	4/15/2020 - RCRA Compliance Training - Pittsburgh, PA 2020 (RCRA PA 2020 - 696015/567300)	Pending - Confirmed

[Click Here to Checkout Now](#)

[Register Another Individual for the Same Event](#)

[Click Here to Register for Another Event](#)

Step 8: Checkout and receive statement



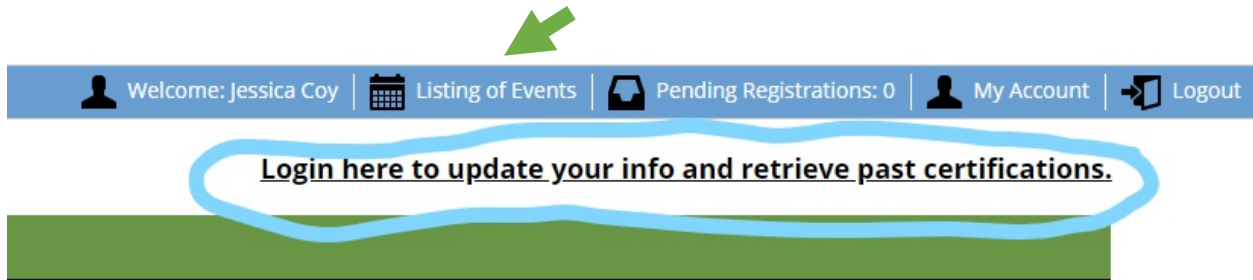
Welcome: Jessica Coy | Listing of Events | Pending Registrations: 0 | My Account | Logout

Thank you for your business!

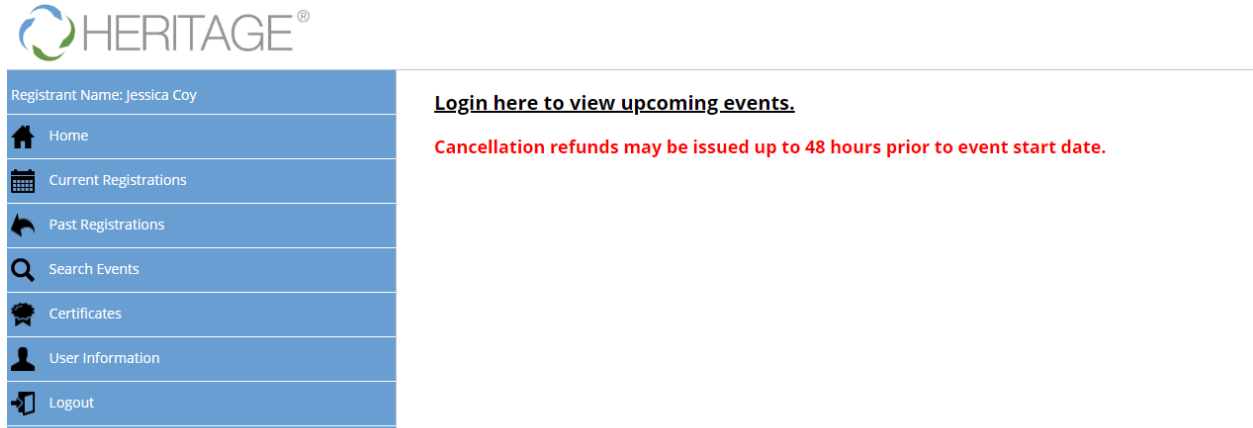
STATEMENT

Date	Description	Event	Status	Total
1/10/2020	Registration - Jessica Coy	4/16/2020 - DOT Compliance Training - Pittsburgh, PA 2020 (DOT PA 2020 - 696015/567300)	Confirmed	
	DOT Compliance Training - Pittsburgh, PA 2020			\$150.00
	Special Discount			(\$150.00)
			Registration Total:	\$0.00
1/10/2020	Registration - Jessica Coy	4/15/2020 - RCRA Compliance Training - Pittsburgh, PA 2020 (RCRA PA 2020 - 696015/567300)	Confirmed	
	RCRA Compliance Training - Pittsburgh, PA 2020			\$275.00
	Special Discount			(\$275.00)
			Registration Total:	\$0.00
				Statement Balance: \$0.00

Step 9: If you would like to login and view your current/past registrations, certificates, training documents, financial statements- **return to the listing of events and click on this link**



Step 10: Login with the "Heritage Employee Login" button like before and access info



FYI: For paying customers, the \$375 RCRA and DOT bundle price will be applied at checkout once both items are in their cart.