



CCNZ Online Event Registration

To find the event that you wish to register your attendance, go to www.civilcontractors.co.nz and hover over the Events tab and choose from the dropdown events listed.

Click 'Learn More' to open the event instance or simply click 'Book Now' to go to the event registration page.

26th Hawke's Bay East Coast Annual Awards Dinner

06:00 p.m. Fri, 20 Nov 2020

[LEARN MORE →](#)

The Old Church
199 Meeanee Road, Meeanee, Napier 4112

The Hawke's Bay East Coast CCNZ Branch would like to invite you to attend the 26th Annual Hirepool Construction Excellence Awards Dinner.

[BOOK NOW](#)



On the registration page you are given 3 options to add event attendees:

1. **Add Myself** – select this if you are attending the event, if you are simply booking for other attendees use one of the other 2 options.
2. **Add staff who have a website account** – people at your company who are registered in our CRM. Simply start typing a name and select the person's name if it appears in the search box.
 - The selected attendee will appear in the 'Add Attendee' box below, add any special dietary requirements and then select '+ Add Attendee'. Continue this process for all attendees. If they do not appear in the search box, use the below option.
3. **Add staff who don't have a website account** – register people who are not registered in our CRM or add partners who will be accompanying.
 - Click 'Add Attendee +' button
 - Enter the required information in the Add Attendee box
 - Click '+ Add Attendee'
 - Continue this process for all attendees.

If you would like to book a table, but you are unsure of who will be attending, please follow step 3 above, filling in TBC into the Add Attendee information, click '+ Add Attendee' and repeat.

Scroll down to view all attendees listed in 'Attendees Being Booked'

Click 'Continue' to go the billing page where you can select if a person is paying or the company.

Click 'Continue to Payment'.

In 'Order Summary and Payment', preview your order and billing details.

Under 'Payment', select your payment method; you can choose to pay online by credit card or 'In Account' which will email you an invoice.

If you need any help please contact membership@civilcontractors.co.nz or 04 496 3278.