



How to Register for the 2021 P2F2 Conference

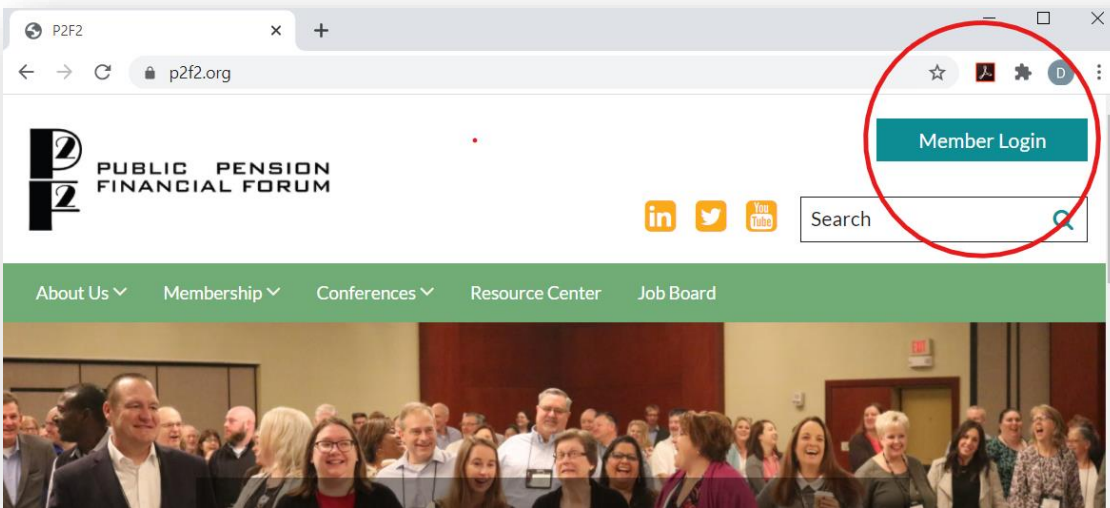
In order to register for the 2021 P2F2 conference, attendees need to login to the P2F2 website. You must be enrolled in the P2F2 membership system (either as a member or a nonmember) to login. Here are the steps to take to register.

- A. If you are enrolled in the P2F2 membership system and know your login credentials:** You can register for the conference by starting at Step 1 below.
- B. If you are enrolled but do not remember your login credentials:** You will need to first retrieve your login credentials. You do that by going to www.p2f2.org, clicking on “Member Login” and then following Step 1a (on the next page of this document). Once you have received your login credentials, you can begin at Step 1 below to register for the conference.
- C. If you do not know if you are enrolled:** Go to www.p2f2.org and click on “Member Login” then follow Step 1a (on the next page of this document) to retrieve your username and password. If you follow Step 1a and do not receive your login credentials via email, you are likely not enrolled in P2F2’s membership system and need to enroll either as a member or a nonmember before you can register for the conference. To do that, first follow the enrollment process (beginning on page 8 of this document), then use the login credentials you create during that process to register for the conference, starting at Step 1 below.
- D. If you know you are not enrolled in the P2F2 membership system:** Follow the enrollment process beginning on page 8 of this document, then use the login credentials you create during that process to register for the conference, starting at Step 1 below.

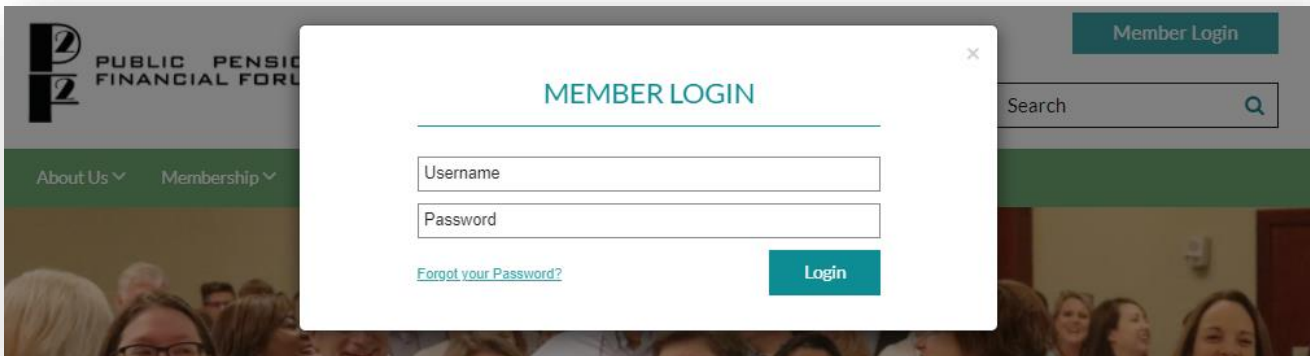
Conference Registration Process

Step 1: Log in to the P2F2 website

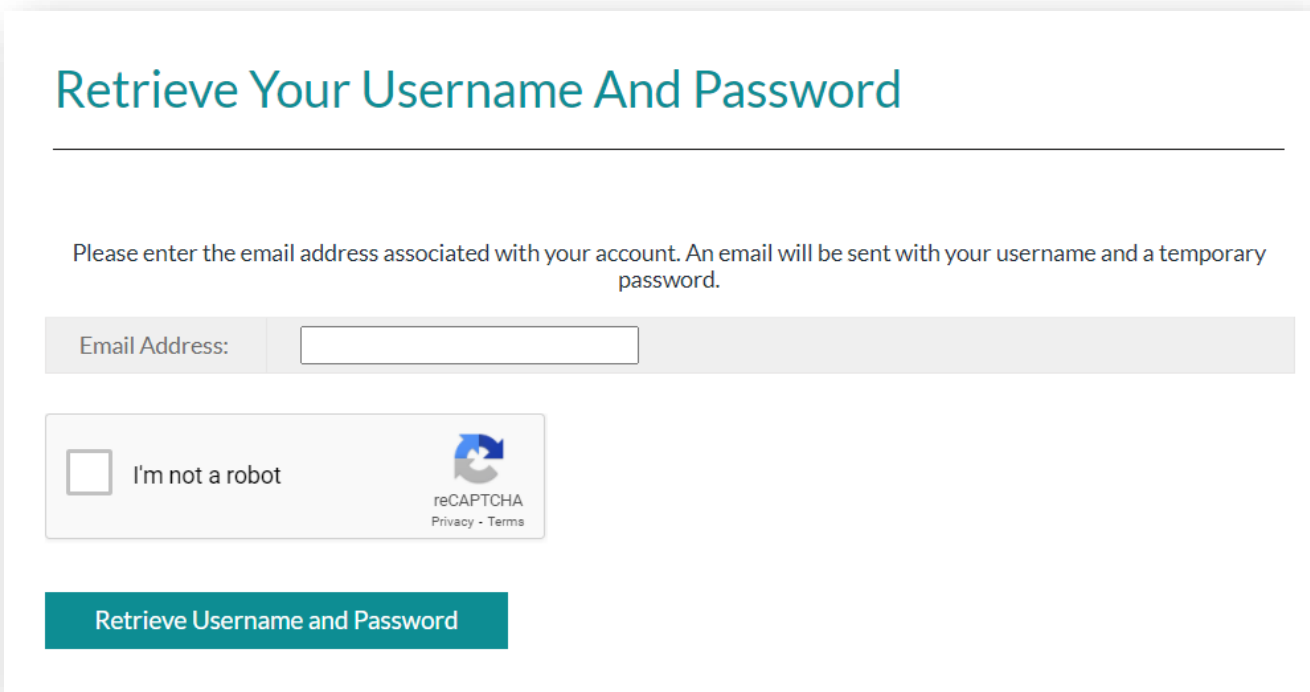
At the P2F2 website home page (www.p2f2.org), click on the “Member Login” button at the top of the page.



At the prompt, enter your username and password, then click “Login.”



Step 1a: If you do not remember your username and/or password, click on the “Forgot your Password?” link on the Member Login screen (shown above). You will see the following prompt:



Enter your email address, click on the box next to “I’m not a robot” and click “Retrieve Username and Password.” If the email you enter matches the email address in our system, we will send you your username and password to that email address. If you do not receive an email from P2F2 within 10 minutes, contact us at information@p2f2.org or begin the enrollment process found on page 8 of this document.

Step 2: Once you have logged in, click on “Accounts” at the top of the page and then on “Events & Registrations”

Home > My Profile
Welcome Donald!
[Your Membership Expires: 12/31/2020]

My Profile

Account Details

- » My Profile
- » My Billing Information
- » My Committees
- » My Invoices
- » My Receipts

Bookmarks

- » Main Page
- » Events & Registrations

Logout

Personal Profile Information

Please review your information below and make updates as necessary.

To modify your username or password type in the value and make certain to press the "Save Changes" button at the bottom of your Profile. Passwords are not viewable by P2F2 so it is recommended that you make your password something easy for you to remember.

Prefix:	----
First Name:*	Donald
Middle Name:	
Last Name:*	Duck

When you click on “Events & Registrations” you will be brought to the Event Calendar. You can also get to the Event Calendar by scrolling to the bottom of the P2F2 website home page.

Event Calendar

June 9 2021 / June 9 2023

Monthly Weekly Daily List Search

October 19, 2021 - October 29, 2021	2021 Entire P2F2 Conference
October 19, 2021 - October 29, 2021	2021 Pension 101 Course ONLY
October 19, 2021 - October 29, 2021	2021 Pension 201 Course ONLY

Step3: Click on the appropriate link.

To attend the full conference, which includes all sessions, click on “2021 Entire P2F2 Conference.” The cost of the full conference is \$500 for members, \$700 for nonmembers and \$525 for APPFA members, and includes 60 sessions to choose from over a 9-day period with a potential total of 35 CPE credits.

P2F2 is also offering 2 subsets of the full conference for \$250 called the “Pension 101 Course” and the “Pension 201 Course.”

The Pension 101 Course consists of eight 50-minute sessions (a total of 8 CPE credits) to provide professionals a general background in the field of public pension plan finance. Sessions include the following:

- Welcome to the Pension World, What Have I Gotten Into?
- Fundamentals of Pension Accounting – Diving into the Basics
- Annual Report, or Whatever it is Called Now
- Pension Fund Audit – The Basics
- Actuarial Fundamentals – The Backbone of Pensions
- Investments for Kindergarteners (2 sessions)
- The Role and Future of the Custodian

The Pension 201 Course also consists of eight 50-minute sessions (a total of 8 CPE) and is intended for those who have taken the Pension 101 Course or who understand the basics and would like to dig deeper but do not want to attend the entire conference. Sessions include:

- What’s this Accounting vs. Funding Basis?
- What are the Key Drivers of Sustainability?
- Actuarial Audits and Techniques to Stress Test Pension Plan Solvency
- DB and DC Plans – Administering Both Plans Together
- GASB 68 and 75 Deferred Inflows and Outflows
- All Things Audit
- Private Market Investment Management Valuation Techniques
- Best Practices to Enforce Investment Policy and Portfolio Risk Decisions

To register for the full conference (which includes all 60 courses, including those listed above), click on “Entire 2021 Conference Registration.” To register for the Pension 101 Course ONLY, click on “2021 Pension 101 Course ONLY” and to register for the Pension 201 Course ONLY click on “2021 Pension 201 Course ONLY.”

Once you click on the appropriate link, you will be brought to the registration page. Please read the notices on the registration page, then click on the highlighted Registration link. (Please see diagram on the next page.)

Event Calendar

Tuesday, October 19, 2021

Monthly Weekly Daily List Search

2021 Entire P2F2 Conference

Start Date: 10/19/2021 12:00 PM EDT
End Date: 10/29/2021 4:00 PM EDT

Organization Name: P2F2

Contact:

Dave DeJonge
Email: information@p2f2.org
Phone: (763) 331-1706

- Registration is open to P2F2 members (active and inactive), APPFA members, individuals who work for governmental agencies, nonprofit organizations and educational institutions. **All attendees, including nonmembers, must first be registered in our membership registration portal in order to gain login access to register for the conference.** [Click here](#) to access our membership registration portal.

Online Registration

Entire 2021 Conference
Registration

[Display Roster](#)

[Add to my calendar](#)

[Map](#)

Step 4: Fill out the registration information requested on the 4 tabs.

Registration for 2021 Entire Conference on 10/19/2021 12:00 PM

My Information Responses Pricing Summary

Please fill in all the required fields before proceeding with registration. If the information is pre-filled, please check it for accuracy before proceeding.

* First Name	Middle Name	* Last Name	Suffix	Title
Dave		DeJonge		Retiree
* Organization	* Phone	* Email		
Public Employees Retir	(763) 331-1706	dedejonge@comcast.net		

Next

Information on the first tab (“My Information”) should be pre-filled. Please check it for accuracy. If information needs to be changed, please change it, and also notify the registrar by sending an email to information@p2f2.org. Click “Next” to continue to the next tab.

On the 2nd tab (“Responses”), please answer the questions. Some of the answers are required, others are optional. When done, click “Next” to continue to the next tab.

The 3rd tab (“Pricing”) just shows the cost of your selection (full conference vs. Pension 101 or 201 Course). If you want to attend the full conference, this page should note the price is \$500 for members, \$700 for nonmembers, or \$525 for APPFA members. If you only want to attend the Pension 101 or Pension 201 courses, this page should note the price is \$250. You can still back out and start over if the price doesn’t match what you think it should be.

The 4th tab is a summary of the information you provided. If you have not yet provided all of the required information, you will see notices on this page that say, “Fix Now.”

Registration for 2021 Entire Conference on 10/19/2021 12:00 PM

My Information Responses Pricing Summary

Email	Name	Info	Reg. Fee
dedejonge@comcast.net	Dave DeJonge	<input checked="" type="checkbox"/>	\$0.00

Your Event Responses

Is this your first P2F2 Conference? **Fix Now**

How many years have you worked for/with a public pension plan? 10+ Years

We will be mailing a brochure to you. Where should we mail it, beginning with street name and number: **Fix Now**

City: Plymouth

State: MN

Zip Code: **Fix Now**

Please tell us about a project or two that you recently completed or are working on.

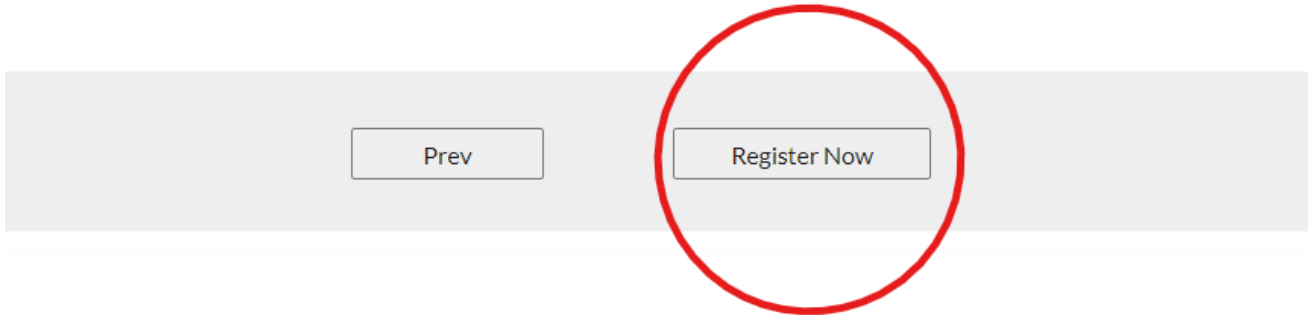
Is there a project/issue that you are or will be working on, and would like to discuss with other conference attendees? If so, what is the project or issue?

Total Due \$0.00

Prev

To complete the missing information, click on the red “Fix Now” text and you will be brought back to the tab that needs to be completed.

Once all required data is entered, you will see a button on the bottom of the page that says, “Register Now.” Your registration is not complete until after you click Register Now.



Step 5: Checkout

Once you click on “Register Now” a new “Checkout” tab will appear.

Registration for 2021 Entire Conference on 10/19/2021 12:00 PM

My Information Responses Pricing Summary **Checkout**

Check Out			
Line Item	Qty	Unit Cost	Total Cost
Registration Fee - All Days	1	\$525.00	\$525.00
		Total Due	\$525.00

Pay with Credit Card Pay from Invoice

Prev

You have two options for payments—either pay now with a credit card or request an invoice and pay later with a check/warrant or credit card. If you click on “Pay with Credit Card” you will be brought to a screen that will allow you to pay now. Once you have paid, you will receive a confirmation email from our system. If you click “Pay from Invoice” our system will email an invoice to you. As noted above, your registration is not complete until you click on either Pay with Credit Card or Pay from Invoice. Payments are due no later than October 1, 2021

If you ever have any questions, contact P2F2 at information@p2f2.org for help.

Member/Nonmember Enrollment Process

In order for you to register for the conference, you must be enrolled in the P2F2 membership system, either as a P2F2 member or as a nonmember. If you were enrolled in 2020, you already have a record in our system and do not need to re-enroll. To enroll, please follow these steps.

Step 1: Go to www.p2f2.org and click on “Membership” and then on “Member Enrollment.”



Step 2: Near the bottom of the Member Enrollment page is a link that says “To enroll as a new member electronically click here.” Click there. On the resulting Membership Application page at the bottom is a section for membership options. To enroll as a P2F2 member, select “Individual – Active” and to enroll as a nonmember, select “Nonmember.”

Membership Application

MEMBERSHIP OPTIONS > MEMBER INFO > USER INFO > PAYMENT

Membership Options

Please select a membership type from the menu below to begin the application process. Online membership application is open to two groups of people. If you don't fit into one of these groups, you may enroll as a nonmember or APPFA member in order to register for the conference and access presentations. Please note that conference registration is a separate process from this membership enrollment process.

Individual - Active: Open to those who work directly for a public pension plan in North America. Membership dues are \$200.

Associate - Open to individuals who work for government agencies, nonprofit organizations or educational institutions but who do not work directly for a public pension plan. Membership dues are \$200.

Nonmember - Only allows individuals to log in to the P2F2 website and register for the conference. Membership cost is free.

APPFA - Allows APPFA members to log in to the P2F2 website and register for the conference. Membership cost is free.

Membership Type Details

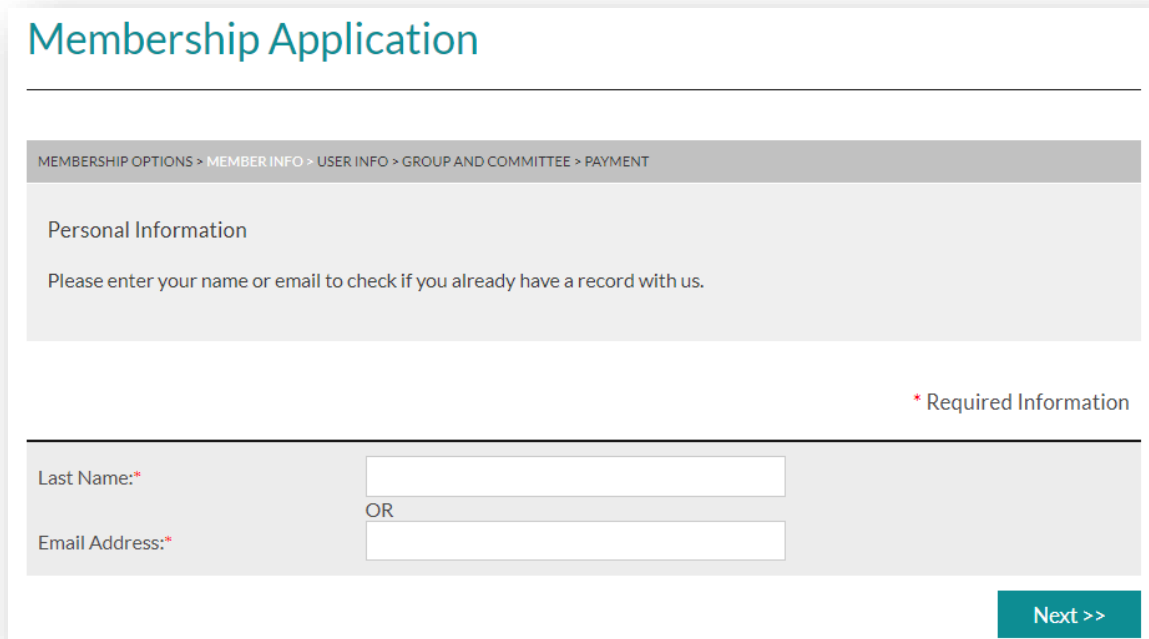
Membership Options

- Please Select --
- Please Select --**
- Individual - Active
- Associate
- Nonmember
- APPFA Member

On the next page, click on the box next to “I’m not a robot” and then click on “Next.”

Step 3: Make sure you are not in the system already.

Enter either your last name or your email address. Our membership system will see if we have any matching records.



Membership Application

MEMBERSHIP OPTIONS > MEMBER INFO > USER INFO > GROUP AND COMMITTEE > PAYMENT

Personal Information

Please enter your name or email to check if you already have a record with us.

* Required Information

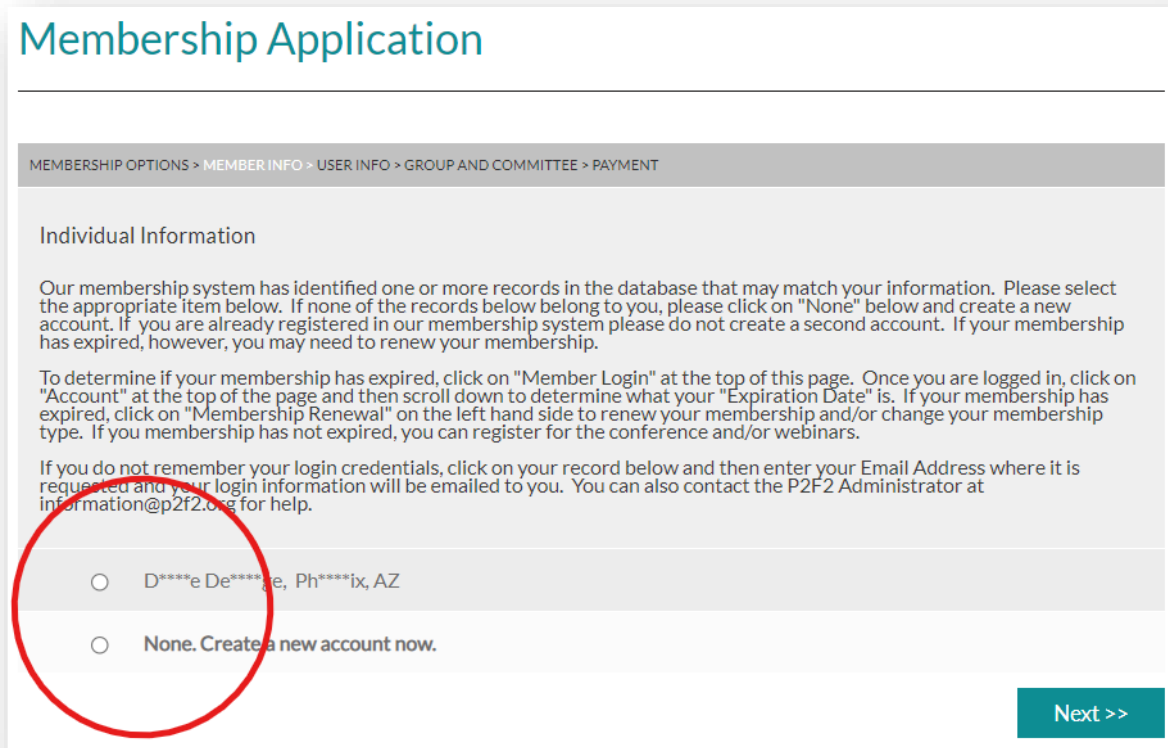
Last Name:*

OR

Email Address:*

Next >>

If our membership system finds a match, it will list the email address we have in our system. If that is your email address, select it and click on Next. If not, select "None. Create a new account now" and click Next.



Membership Application

MEMBERSHIP OPTIONS > MEMBER INFO > USER INFO > GROUP AND COMMITTEE > PAYMENT

Individual Information

Our membership system has identified one or more records in the database that may match your information. Please select the appropriate item below. If none of the records below belong to you, please click on "None" below and create a new account. If you are already registered in our membership system please do not create a second account. If your membership has expired, however, you may need to renew your membership.

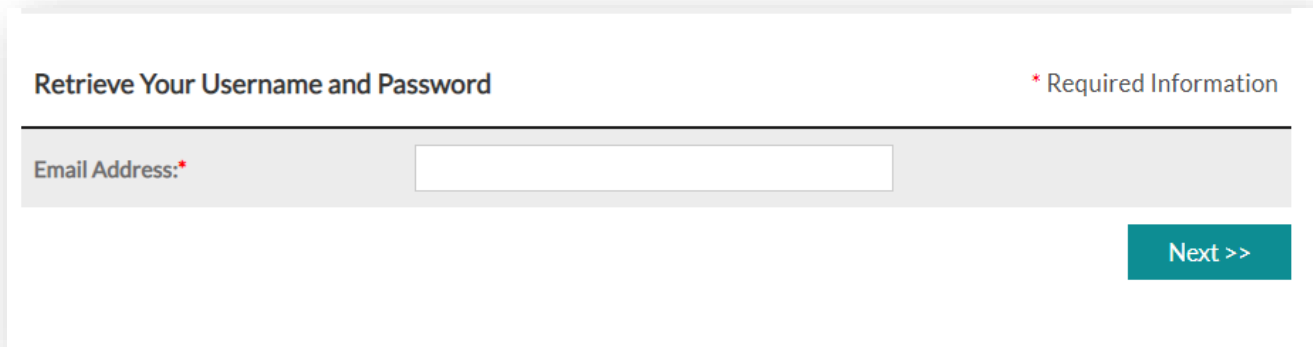
To determine if your membership has expired, click on "Member Login" at the top of this page. Once you are logged in, click on "Account" at the top of the page and then scroll down to determine what your "Expiration Date" is. If your membership has expired, click on "Membership Renewal" on the left hand side to renew your membership and/or change your membership type. If you membership has not expired, you can register for the conference and/or webinars.

If you do not remember your login credentials, click on your record below and then enter your Email Address where it is requested and your login information will be emailed to you. You can also contact the P2F2 Administrator at information@p2f2.org for help.

- D****e De****e, Ph****ix, AZ
- None. Create a new account now.**

Next >>

If you selected your email address, you are already enrolled in our membership system. You can retrieve your username and password by entering your email address on the next screen and clicking Next. They will be emailed to you. Once you retrieve them, you can register for the conference by going to Step 1 of the registration process on page 1 of this document.



The screenshot shows a web form with the title "Retrieve Your Username and Password" in the top left and "* Required Information" in the top right. Below the title is a horizontal line. Underneath the line, on the left, is the label "Email Address:" followed by a red asterisk. To the right of the label is a white rectangular input field. In the bottom right corner of the form is a teal button with the text "Next >>" in white.

Step 4: Fill out the application.

If you selected “Create a new account” you will be brought to an input screen that will ask you for your contact information. It will also ask for your communication preferences. Please select “Yes” when it asks if you agree to receive e-mail correspondence from the association. We will use the system’s email system during the conference to send out announcements. Some of the information on the input screen is required before you can proceed with the enrollment process.

Follow the prompts to the end of the enrollment form. There is no cost for nonmembers to enroll in our system. The cost to join as a P2F2 member is \$200, but the cost of the conference registration is discounted from \$700 to \$500 for members. During the process you will create your username and password. You will need those to login to the P2F2 website and register for the annual conference.

If you have any questions, send an email to the P2F2 Administrator at information@p2f2.org.