



2011 Civil Rights Game Hotel Registration Procedures

We are pleased to invite you to the 5th Annual Civil Rights Game and Inaugural Selig Business Conference in Atlanta, Georgia on May 12-15, 2011. The registration procedures for the hotel reservation site are outlined below.

Previous MLB Portal Users

If you have previously used the MLB Portal Hotel System, please log in at <https://mlb411.mlb.com> and enter your User ID (your email address) and password used previously. Please click the Forgot password tab if you have forgotten your previous password. Once logged in, click on the Civil Rights game tab, and then click on the link for booking a hotel room. Select 2011 Civil Rights game as your event, and complete the registration form.

First Time MLB Portal Hotel System Users

To register for this event, it is required that attendees register first for the MLB Portal (this is a one time registration, and will be used for all future MLB events).

1. Access the MLB Portal at <https://mlb411.mlb.com/wps/portal/UserRegistration>
2. In the "Role" box, select Civil Rights Game
3. Complete Form, Terms & Conditions
4. Click "Submit Application"
5. An email will be sent to you (from Registration@mlb.com) within the hour with your User ID and Password.

Once you receive your User ID and Password, please use this information to log on to the system and complete a hotel registration form by doing the following:

1. Access the MLB Portal at <https://mlb411.mlb.com>
2. Enter your user name and password
3. Click on Civil Rights Game tab
4. Click on the link to book a hotel room
6. Select 2011 Civil Rights Game as your event
7. Complete Registration form
8. Click "Finish" once you have entered all information

You will immediately receive a confirmation email indicating that your reservation has been accepted by the system. You will receive an email with your hotel assignment in late April. If you need to make any changes or cancellations, please return to <https://mlb411.mlb.com> and login with your username and password.

Please contact hotels@mlb.com with any questions.