

How to Modify an Existing Registration for DFW Fiber Fest 2026 Classes

Step-by-Step Modification Instructions

Purpose

This document explains how to modify your existing registration when you receive a notice about a waitlisted class or if you wish to add or remove classes from your registration.

Important Rules (Read Before You Begin)

- A \$5 drop fee applies when removing a class from your registration.
- You must have one class selected. If you wish to cancel your registration in its entirety, please email classes@dfwfiberfest.org to prevent additional charges.
- Adding classes has no extra cost!

Before You Start

You need to have the following information handy to modify your registration.

- Confirmation Number
- Email used to register

Step-by-Step Registration Instructions

Step 1: Click the Shiny Begin Registration Button at the bottom of our registration information page on our website:

dfwfiberfest.org/register

Link will be available until 8/13/2026.

This link will take you to Cvent, our registration software site, in a new tab or window.

Summary



DFW FIBER FEST 2026

AUGUST 28-30 Irving Convention Center
Classes begin August 27

REGISTRATION INSTRUCTIONS

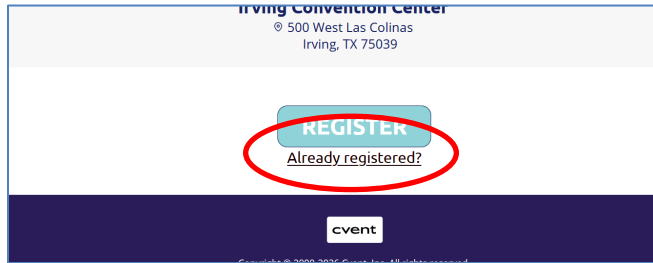
You only need to register if you plan to purchase classes.

We have implemented a few improvements to modify your registration. Please read through the following carefully.

- You can only register for ONE person at a time. Each registrant must have a separate email address.
- Start by clicking on the Register Button at the bottom of the page.
- Complete the Personal Information page and click the Next Button.
- On the DFW Fiber Fest 2026 Class Selection page, choose ALL classes you want to purchase before clicking on the Next Button at the bottom of the page.
- All available classes are listed in groups according to their day and times on one page.
- The class information is to the left of the Select button for the class.
- If a class is sold out, it will say Sold Out. You will have the option to be added to the waitlist. A Waitlist link will only appear when a class is sold out.
- Once you have selected all the classes you want to purchase, click the Next Button to go to the Registration Summary Page. The Next Button is at the bottom of the page.
- Please review the Registration Summary page to ensure you have selected all the classes you wish to purchase.
- After you have reviewed the Registration Summary Page, click the Next Button to go to the DFW Fiber Fest Scholarship Fund Donation page.
 - If you choose to donate, please enter a value of \$5 or more. It will be added to your total at the end. This is not refundable.
- Once you have reviewed the Donation page, click the Next Button to go to the Order Summary page to Submit Payment.
- **Classes are not considered "yours" until you have completed the credit card information, click the Submit Button and the Confirmation Page appears!**

[Top of Registration Summary Page](#)

Step 2: Scroll to the bottom of the page and click the “Already registered?” hyperlink below Register button.



Bottom of page with Already registered hyperlink below Register button

Step 3: Enter Email address and Confirmation Number and click “Log In” button.

Step 4: Confirmation Page Appears. Click “Modify Registration” Button



The image shows a confirmation page for the DFW Fiber Fest 2026. At the top, there are four circular icons: a blue atom, a teal square with a white pattern, a pink circle with white text, and an orange circle with white patterns. To the right of these icons, the text reads "DFW FIBER FEST 2026" in large, bold, dark blue letters, followed by "AUGUST 28-30" in a slightly smaller font. To the right of the date, it says "Irving Convention Center" and "Classes begin August 27". Below this header, the text "Congratulations, you are now registered!" is displayed in a blue font. Underneath, it says "Your Confirmation Number is:" followed by a solid blue rectangular box. Below that, it states "You will receive an email with your registration details." At the bottom of the page, there are five buttons: "Volunteer Application" (light blue), "DFW Fiber Fest Merch" (light blue), "Modify Registration" (dark blue), "Contact Us" (dark blue), and "Pay Balance Due" (light grey).

Step 5: Personal Information - Review If no changes needed Click “Next”

Personal Information page will be prefilled with your Name and Email.
You cannot modify this. If changes need to be made, please email us.

You can modify the following information if you need to:

Mobile Number:

Zip Code:

Ravelry ID: (Optional)

Additional Information:

How did you hear about DFWFF? (You must select one of the options)

Step 6: Select Classes

On the Class Selection page, select ALL desired classes before clicking Next at the bottom of the page.

**** A class is selected when you click "Select" and the button turns blue.**

If it is not blue, it is not selected.

Image below shows a selected class.

Friday Afternoon		
2:00 PM-5:00 PM	Double Knitting 101 Bridgerton Cowl Tanis Gray Material Fee: \$4	Join Waitlist Capacity Full
2:00 PM-5:00 PM	Yvonne Crochet Earrings Sarah Korth Material Fee: \$22	\$112.00 Selected 6 remaining
2:00 PM-5:00 PM	Victorian Knitted Lace Edgings, Modernized Alissa Barton	\$90.00 Switch 21 remaining
2:00 PM-5:00 PM	Ladderback Jacquard for Stranded Knitting Amy Snell	Join Waitlist Capacity Full

****If you selected the wrong, class don't panic!**

Simply click the button again to deselect OR click Switch to select a different class.

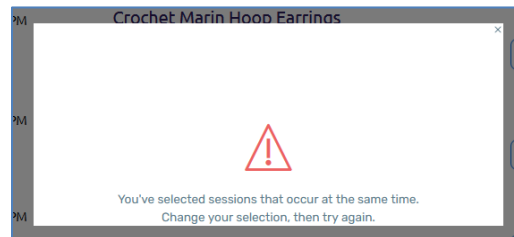
****If the class is full, the button will say Join the Waitlist.**

Click the "Join the Waitlist" button. The button will then turn blue and display "Joined the Waitlist"

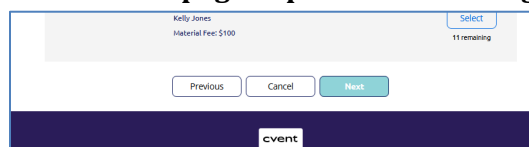
Cannot join the waitlist for a class in the same time period as a class selected. Sorry. This is built to prevent double booking.

**** If you select a class at the same time slot, an error message will appear.**

Click X at top right corner or hit esc on your keyboard to close the message.



Click Next button at bottom of the page to proceed to the Registration Summary.



Step 7: Review the Registration Summary and confirm your selections. Click the Next button at the bottom of the Page to proceed to the next page. If changes are needed, click “Previous”.



DFW FIBER FEST 2026

AUGUST 28-30

Irving Convention Center
Classes begin August 27

Registration Summary

Take a moment to review your registration before continuing.

Momo Mooo
moz@gmail.comx ^

[Edit](#)

Mobile 55555555	Zip Code 55555
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Additional Information

How did you hear about DFWFF?
Advertising

Registration Details

Item	Date	Price
Sessions		
Never Kitchener: Alternative Ways to Graft Your Knitting	8/28/26, 9:30 AM - 8/28/26, 12:30 PM	\$90.00
Yvonne Crochet Earrings	8/28/26, 2:00 PM - 8/28/26, 5:00 PM	\$112.00

Previous
Cancel
Next

If added to a waitlist, the waitlisted classes will appear on the summary as below:

Item	Date	Price
Sessions		
Yvonne Crochet Earrings	8/28/26, 2:00 PM - 8/28/26, 5:00 PM	\$112.00
Waitlisted Sessions		
Stranded Colorwork and Latvian Braids Luminosu Hat or Cowl	8/28/26, 9:30 AM - 8/28/26, 12:30 PM	Complimentary

Previous
Cancel
Next

Step 8: Optional — enter a donation of \$5 or more on the Scholarship Fund Donation page. Click Next button.

Step 9: Enter payment information and click Submit to complete registration.

If you dropped a class:

- Refund will appear at the top.
- The \$5 drop fee will be applied to the refund amount.
- It will show up as a separate transaction on your card statement.

If you dropped a class AND added a new Class:

- Refund will appear at the top with the class being dropped
- \$5 drop fee will be applied to the refund amount.
- You will have to pay separately for the new class. It will create a separate transaction on your card statement.

After You Register

Cvent will send the following emails:

- Registration Modification Email
- One Class Information Email for every class registered
- Addition to Waitlist for each of the class(es) selected. (if joined a waitlist)

If you do not receive any of these emails within 24 hours, please contact us.

Contact Information

Email: classes@dfwfiberfest.org