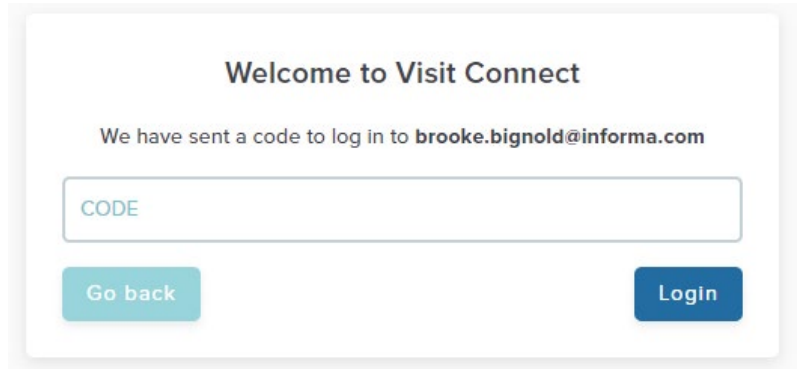


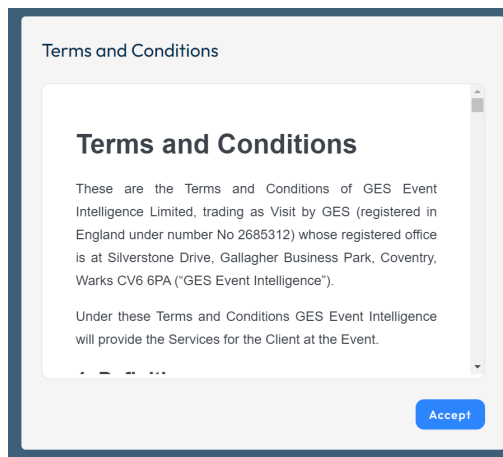
Pass Registration Instructions

Please follow the instructions below to register the passes included in your contract.

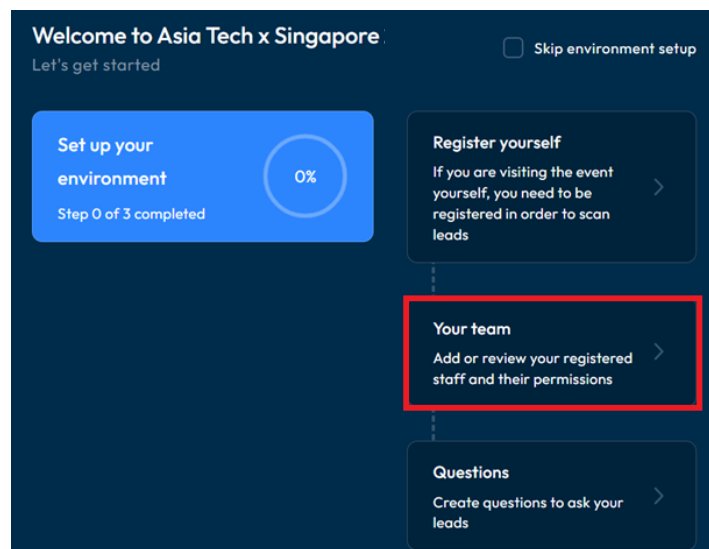
1. Please follow your **unique pass link** that was sent to you via email. If you cannot find this link, please contact your Operations Manager and they can resend it.
2. Once you click on your unique link you will be taken to a page where you will be asked for a code that has been sent to your email address.



3. Once you enter your code you will get the following pop up to accept Visit Connect Terms and Conditions



4. Once logged in you will see the below steps to follow. The process for registering yourself/your team is the same. For the benefit of this how to guide below are the steps to register your team, click **Your team**



- Please click **ADD STAFF** and select the applicable pass type from the dropdown menu.

Asia Tech x Singapore 2023
6 Jun 2023 - 9 Jun 2023

Charlotte Collings

Registered staff: 0 of 5 ? Scan licences: 0 of 0

Search

Add staff Actions


<input type="checkbox"/>	▼	Name	Email	Type ▼	State ▼	Attendance	
No users							

Register SPEX Delegate
Import staff

Note: Where it says registered staff: 0 of # this is how many passes you have available. Please reach out to your operations contact if there are any discrepancies in your pass allocations.

- Please complete the information required for your attendee and click **NEXT**:

Register staff



Profile Information

Please complete the profile details below. Fields marked with an * symbol are required.

Registration Dropout Notice: If you are unable to complete your registration, Asia Tech x Singapore 2023 will retain your details and contact you by email so that you can pick up where you left off. If you do not come back to complete your registration, your details will be deleted.

Work E-Mail *

First Name *

Last Name *

Company *

Job Title *

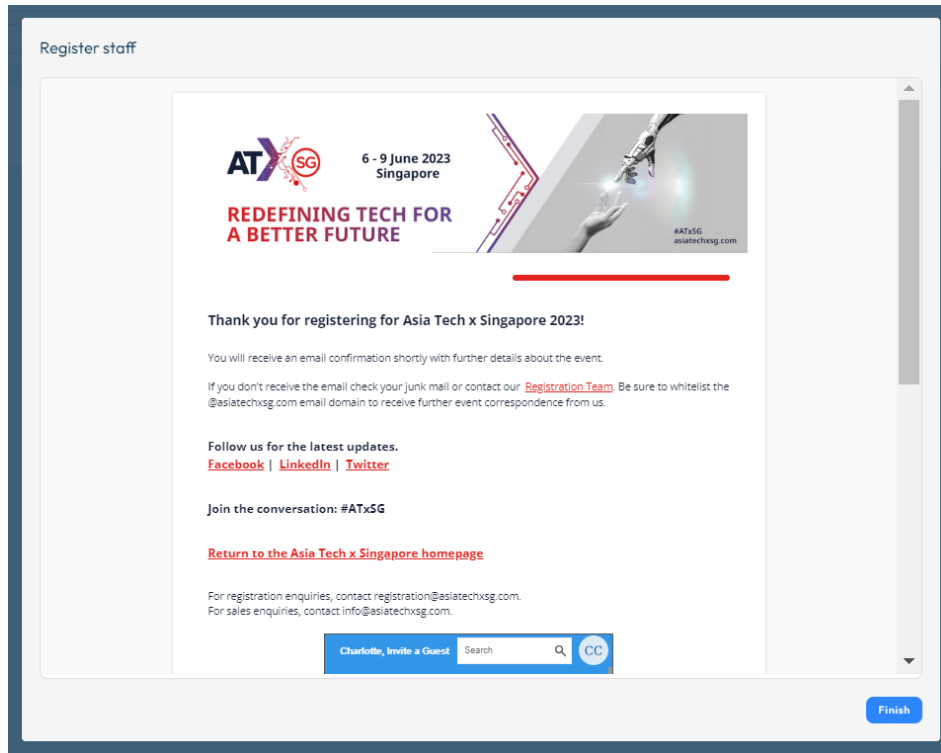
Country *

Work Phone
e.g. +31 23 1234567

Anchor Events BroadcastAsia CommunicAsia SatelliteAsia TechXLR8 Asia
EQL-HER InnovFest BEHAVING FOUNDERS

Close Next

- When you see the below screen click **FINISH** and you are all set! Each participant registered will then receive an email confirming they have been registered for the event:



- Go back to step 5 to repeat this process to register more passes!