Thank you for your interest in registering for ASIFMA Annual Conference 2015.

The online event registration system for ASIFMA, AFME and SIFMA has been upgraded recently for better database management. We appreciate your patience on the required registration process with the following guide for your successful registration.

1. REGISTRATION LINK

- Conference: Please open the registration page <u>HERE</u> on a new browser.

2. SIGN IN

- Registrant must use his/her own office email address and password to sign into the page.
- If you do not know your password (most of the registrants do not given the new system upgrade), simply click 'FORGOT PASSWORD?' to retrieve it. You will receive an email notifying your password in a minute.
- If your email has not yet been recorded in ASIFMA's database, please click 'CREATE NEW ACCOUNT'.

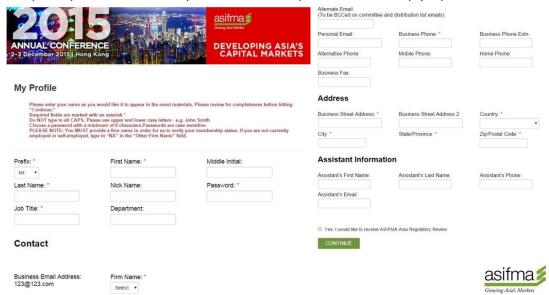


SIGN IN Email and Password are unique to each individual. Please use the attendee's information when logging in to this site to avoid overriding the existing member profile information. Email Password LOG IN FORGOT PASSWORD? CREATE NEW ACCOUNT



3. YOUR PROFILE

- After signing in, you will be required to input / review your business particulars. Kindly make sure that all compulsory fields are filled. If you don't have a Zip/Postal code, simply input '000'.



4. REGISTER FOR THE CONFERENCE

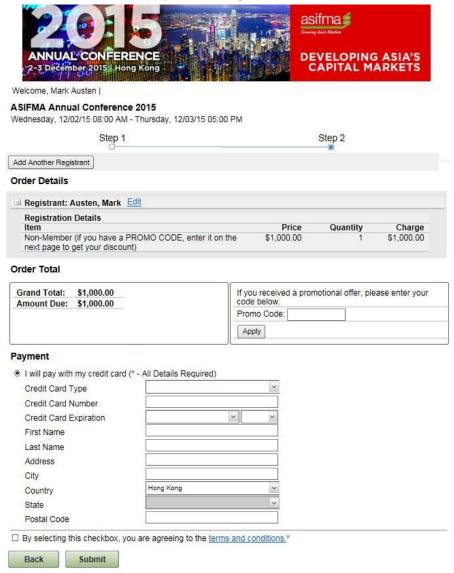
- Check your name and email address here.
- For 'Registration Type', there is only one option. If you are entitled to a discount, please note you will be able to enter your PROMO CODE on the next page to apply the discount.





5. CONFIRM PAYMENT DETAILS

- If you are entitled to a discount, please enter your PROMO CODE and click 'Apply'. The correct delegate fee will then be shown.
- Kindly enter your credit card details for payment settlement. We accept Visa and MasterCard only.
- Check the box if you accept the terms and conditions.
- Click 'SUBMIT' for the completion of registration.





6. CONFIRMATION

- When you reach the confirmation page, you will also receive a confirmation email in a minute.

7. FURTHER REGISTRATION ENQUIRY

- Please contact Rosanne Tong at rtong@asifma.org. Thank you very much.