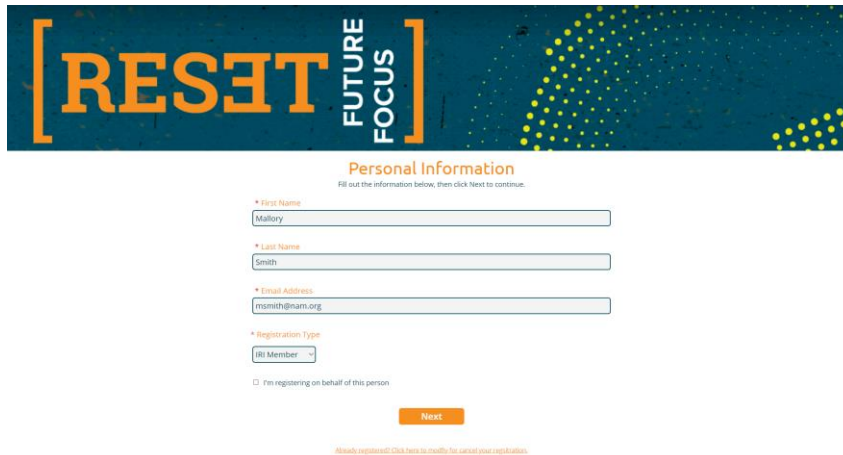


How to Register for the 2022 IRI Annual Conference

This step-by-step guide will walk you through the registration process in Cvent. Please follow the directions carefully. Please note that IRI members must use their company email address when registering. Those who wish to use one of your company's complimentary registrations will be able to look up their company's discount code at the end of the form. If you have any questions, please contact Mallory Smith at msmith@nam.org

Important: If you wish to register as a member of the EAG, please contact Ed Bernstein (ebernstein@nam.org) to get your registration code.

Step 1: Enter your name and company email address in the provided fields. **You must use your company email address to access the discounted IRI member rates and list of complimentary registration codes.** Select 'IRI Member' from the drop-down menu, tell you how you heard about the event, and then click Next.



[RESET FUTURE FOCUS]

Personal Information
Fill out the information below, then click Next to continue.

* First Name
Mallory

* Last Name
Smith

* Email Address
msmith@nam.org

* Registration Type
IRI Member

☐ I'm registering on behalf of this person

Next

Already registered? Click here to modify or cancel your registration.

Step 2: Enter your contact information in the required fields and click Next.



[RESET FUTURE FOCUS]

Contact Information
Fill out the information below, then click Next to continue.

* Title
AVP, Programs

* Company
IRI

* Work Phone
859-433-6816

Work Address

* Address 1
123 Street Name

* Address 2

* Country/Region
USA

Step 3: Select the type of pass you want – either in-person or virtual. **It will show a price for each, but you must select it even if you plan to use one of your company's complimentary registrations.** You will have the opportunity to look up and enter your company's discount code on the last page of the registration form, which will apply the complimentary registration and change the price of your ticket to \$0.00.

Scroll down the page answer the **Dietary Restrictions** and **COVID Vaccination Agreement** questions. Select any add-ons you would like to include. The TRACK workshops and Companion tickets have additional fees which are **not** included in your complimentary registration.

Once you have selected all passes and answered required questions, scroll to the bottom of the page, and click Next.



Admission Items

Select if you will be attending in-person or virtually and click Next.

In-Person Event Pass

\$1,600.00

Selected

Virtual Event Pass

\$379.00

Select

* Do you have any special needs (dietary, accessibility, etc.)?

☐ Yes

☒ No

* By attending the IRI Annual Conference in New Orleans, LA you agree to abide by and engage in certain mandatory health and safety conduct while attending the event. For in-person attendance, proof of vaccination is required with verification through a third party app. Instructions on how to provide proof of vaccination will be provided at a later date. In addition to proof of vaccination, the IRI | NAM will be following all local and CDC guidelines in place at the time of the event. The IRI | NAM reserves the right to update health measures and attendance policies based on evolving health threats and guidance from Federal health agencies and local authorities. While we intend for the event to go forward as planned, the event may be impacted by future guidance from Federal and local authorities. Please watch for event updates from the IRI | NAM. By registering for the event, you are acknowledging that an inherent risk of exposure to COVID-19 exists in any public place where people are present. By attending the event, you voluntarily assume all risks related to exposure to COVID-19 and agree not to hold the IRI | NAM, or any of its affiliates, directors, officers, employees, agents or contractors liable for any illness or injury. If the event is canceled or postponed the IRI | NAM is not liable for any hotel and/or travel arrangements that you may have booked.

☒ I agree

Workshops and Awards Dinner

If you are attending in-person, please select if you would like to participate in a pre-event workshop and confirm your attendance at the IRI Awards Dinner below.

Not available for virtual event attendees.

June 7, 2022

8:30 AM-12:00 PM

**After the Pandemic: Foresight for
Innovating in an Uncertain World**

\$495.00

Select

Step 4: Review your Registration Summary and click Next.

Registration Summary

Take a moment to review your registration before continuing.

Mallory Smith
msmith@nam.org

[Edit](#)

Title
Associate Vice President, IRI Programs

Work Phone
[REDACTED]

Company
IRI

Work Address
[REDACTED]

Questions

Is this your first IRI event?
No

How did you hear about the IRI Annual Conference? (select all that apply)
Colleagues/Word of Mouth

Do you have any special needs (dietary, accessibility, etc.)?
No

By attending the IRI Annual Conference in New Orleans, LA you agree to abide by and engage in certain mandatory health and safety conduct while attending the event. For in-person attendance, proof of vaccination is required with verification through a third party app. Instructions on how to provide proof of vaccination will be provided at a later date. In addition to proof of vaccination, the IRI | NAM will be following all local and CDC guidelines in place at the time of the event. The IRI | NAM reserves the right to update health measures and attendance policies based on evolving health threats and guidance from Federal health agencies and local authorities. While we intend for the event to go forward as planned, the event may be impacted by future guidance from Federal and local authorities. Please watch for event updates from the IRI | NAM. By registering for the event, you are acknowledging that an inherent risk of exposure to COVID-19 exists in any public place where people are present. By attending the event, you voluntarily assume all risks related to exposure to COVID-19 and agree not to hold the IRI | NAM, or any of its affiliates, directors, officers, employees, agents or contractors liable for any illness or injury. If the event is canceled or postponed the IRI | NAM is not liable for any hotel and/or travel arrangements that you may have booked.

I agree

Agenda

| Item | Price |
|---|------------|
| Admission Item In-Person Event Pass | \$1,600.00 |

Previous

Cancel

Next

Step 5: Click on the link below 'Order Summary' to look up your company's discount code (red arrow below). It is a PDF that will open in a new window. Each company has two codes, one for in-person attendance and one for virtual attend. Enter the desired code into the Discount Code field (green arrow below) and click Apply. This will remove the charge for your conference registration. If you have added any workshops or a Companion pass to your registration, those charges will still appear in the Order Total because the complimentary registration only applies to the conference registration.


For those not using a complimentary registration:

- If you wish to pay the IRI Member registration fee instead, select the payment method you want to use. Selecting Credit Card will make additional fields appear to enter your card information.
- If you choose Purchase Order or Other, you will be contacted by IRI to make payment arrangements shortly thereafter. Your registration must be paid in full no later than **Thursday, May 26**. If payment has not been received by this time, your registration will be cancelled.

Order Summary

If you are using one of your company's complimentary membership passes, please ensure to **enter your custom discount code below**. If you do not know your company's custom code, please [click here](#) to find it.

| Item | Price |
|----------------------|------------|
| Mallory Smith | |
| Admission Item | |
| In-Person Event Pass | \$1,600.00 |



Enter your discount code

Apply

Subtotal

\$1,600.00

Order Total

\$1,600.00

Payment

Select Payment Method

☐ Credit Card

☐ Check

☐ Purchase Order

☐ Offline/Other

Previous

Cancel

Submit

Step 6: Once you have entered your discount code or payment information, click Submit.