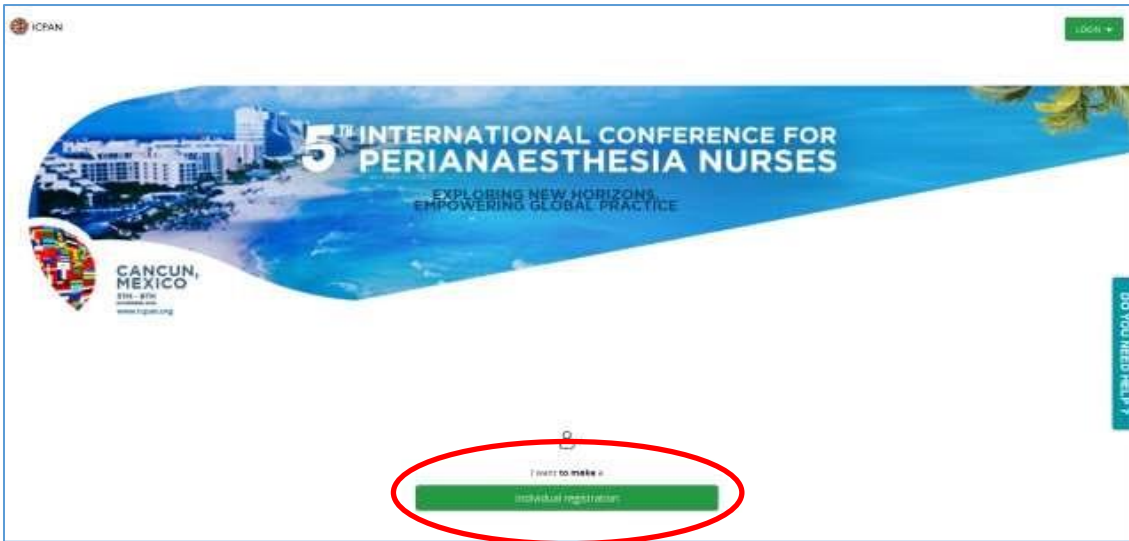


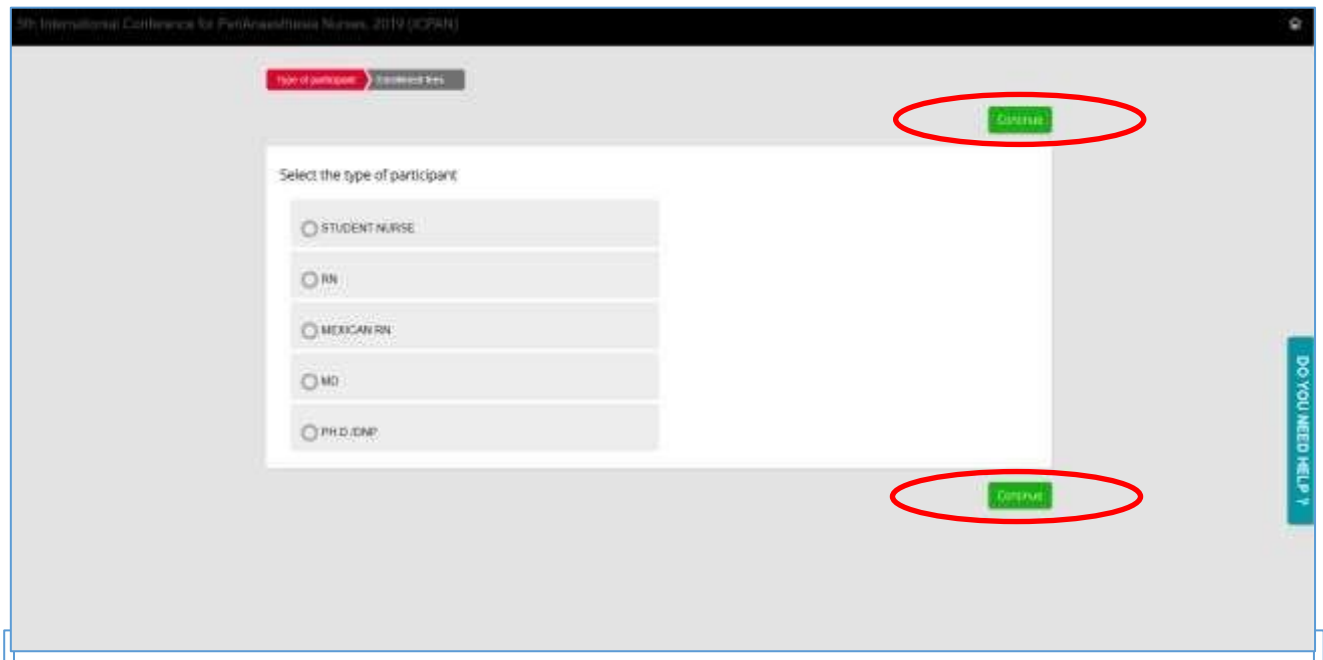


ICPAN 2019 REGISTRATION “NEW ACCOUNT” TUTORIAL

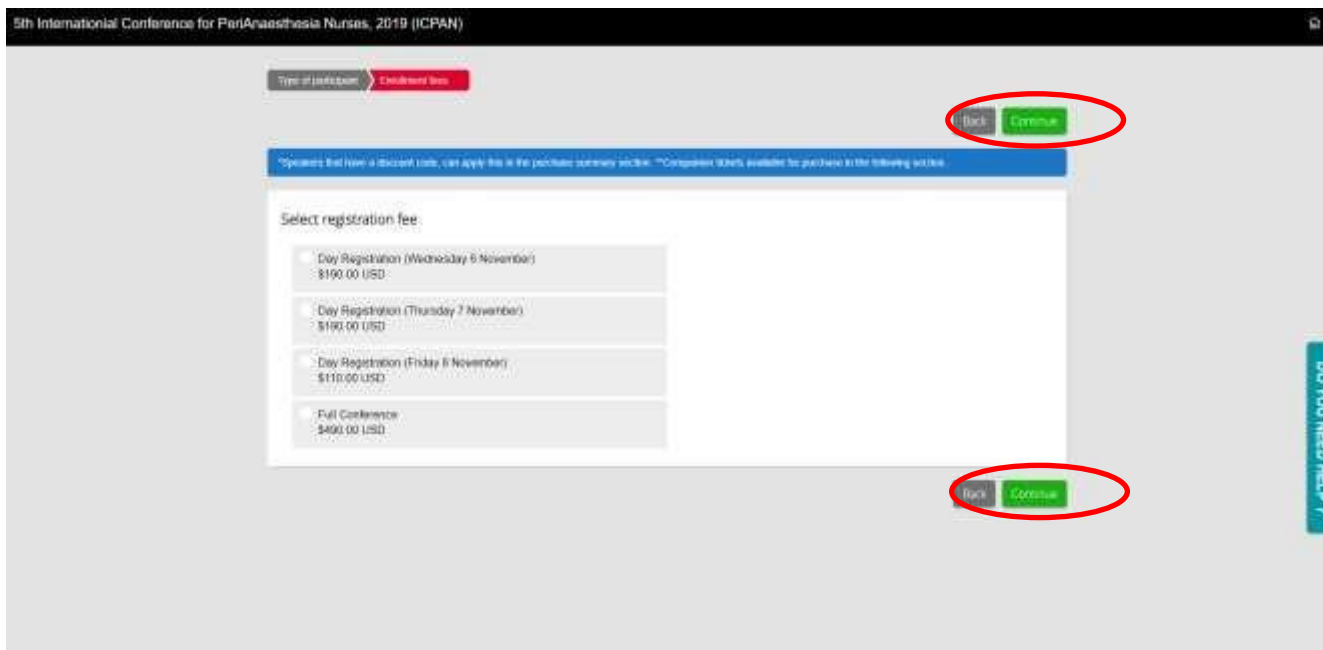
Follow the link <https://online.checkmein.com.mx/icpan2019/ENG/> and click **Individual Registration**



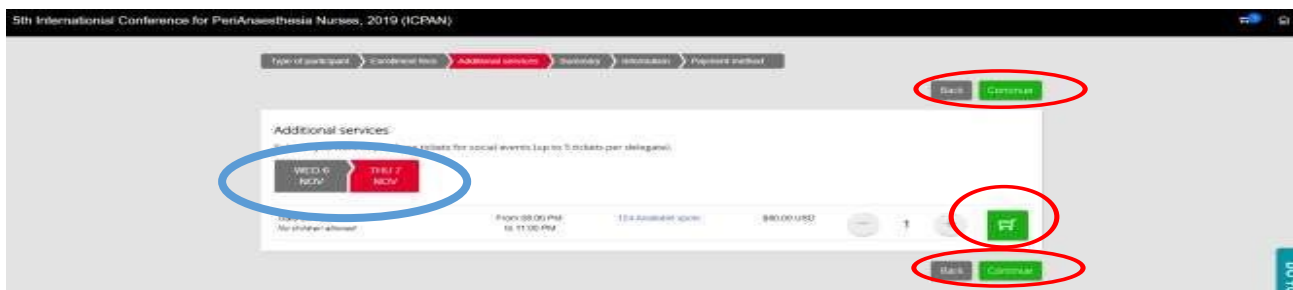
Choose your participant type, click **Continue**



Select Registration Fee type, click **Continue**



Purchase additional services by adding to shopping cart, click **Continue**



Options:

6 November : Welcome Reception Guest Ticket

Additional services

Select if you want to purchase tickets for social events (up to 5 tickets per delegate).



Welcome Reception <i>No children allowed</i>	From 06:00 PM to 10:00 PM	236 Available spots
-------------------------------------------------	------------------------------	---------------------

7 November : Gala Fiesta Dinner Party ticket

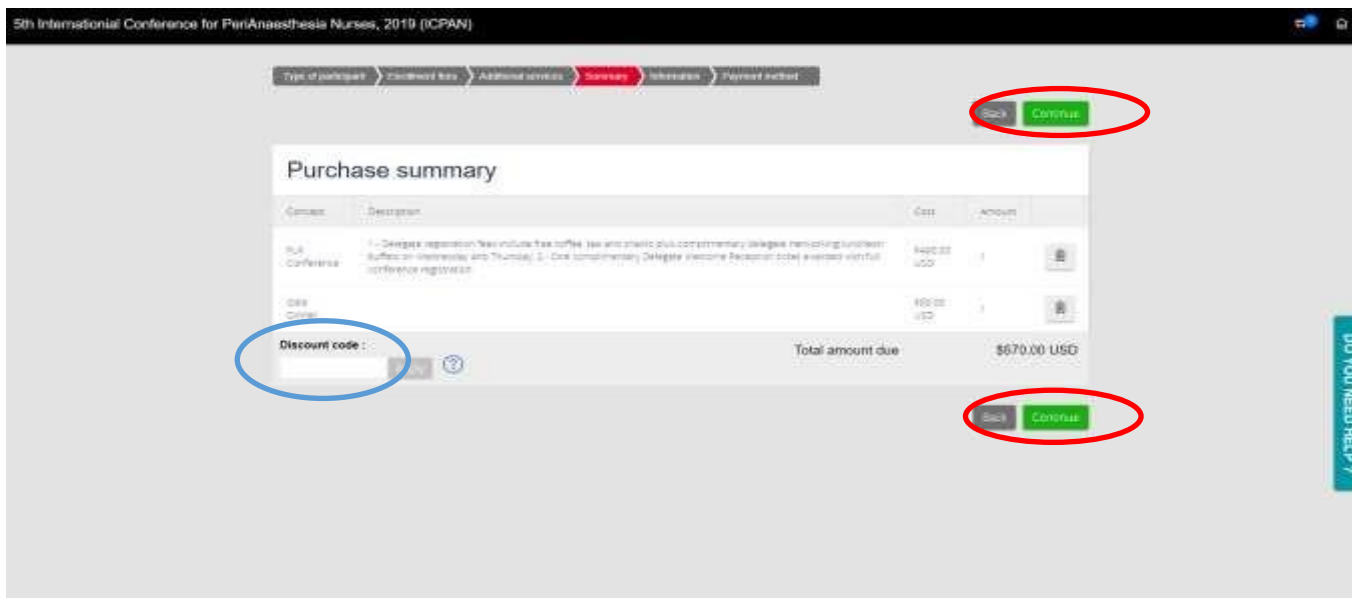
Additional services

Select if you want to purchase tickets for social events (up to 5 tickets per delegate).



Gala Dinner <i>No children allowed</i>	From 08:00 PM to 11:00 PM	124 Available spots
-------------------------------------------	------------------------------	---------------------

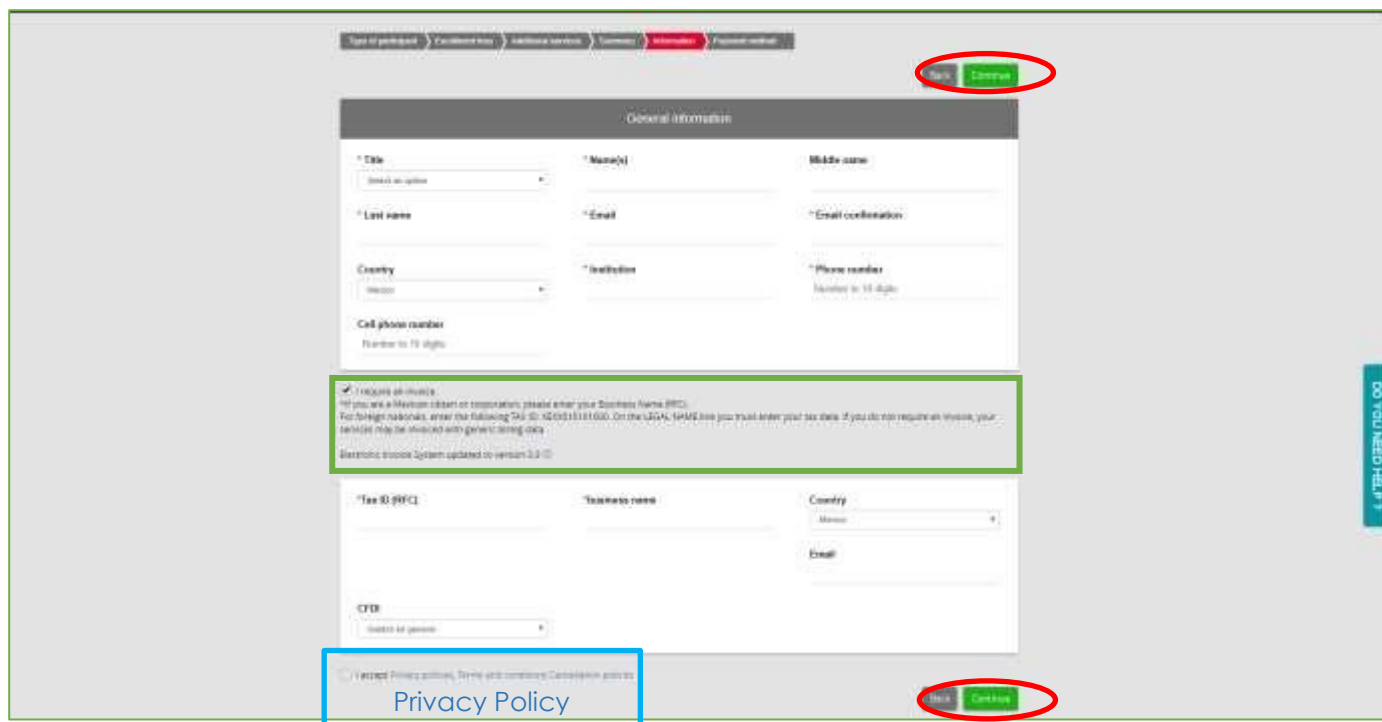
Review purchase summary. If you agree click **Continue**:
**Please note : Discount code applies only to speakers*



Enter general information (title, name, email, country, institution, etc.)

Be sure to accept “[Privacy Policies, Terms and Conditions, Cancellation Policy](#)” (check box, bottom of page), click **Continue**

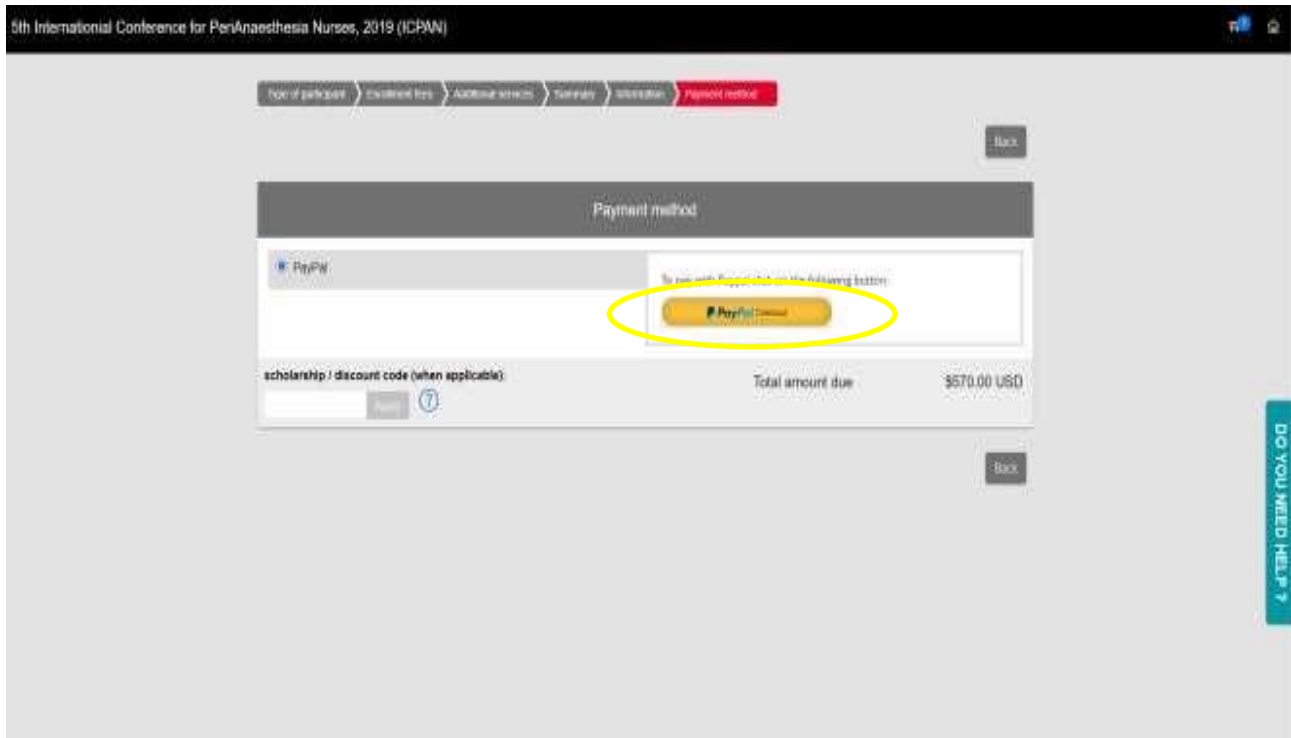
*NOTE : Only if you are **from Mexico and require an additional invoice**, please check box on page.



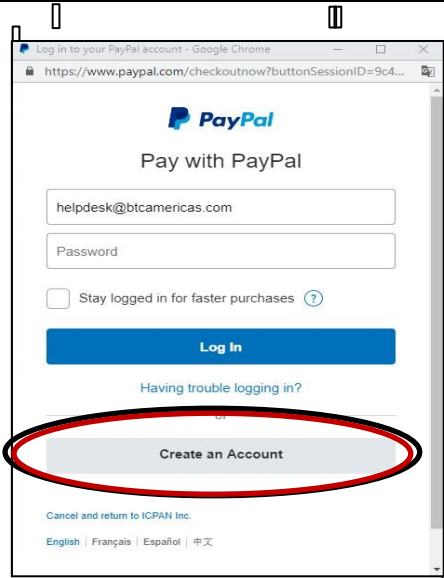
To make payment click “PayPal Checkout” **yellow button**

***NOTE :** You do not need a PayPal account to use this payment system. Credit card purchases accepted.

If YOU HAVE A PAYPAL ACCOUNT: Enter e-mail/password, **click Log in**, Verify information, click “Pay Now”

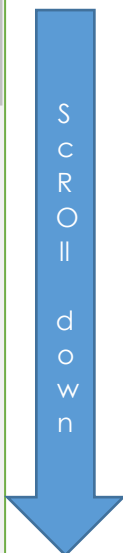


If YOU DO NOT HAVE A PAYPAL ACCOUNT click “**Create an Account**”



Enter your credit card information (see next page).

NOTE : Be sure to scroll all the way down on the PayPal form to enter all required information before clicking submit payment.



Optional selection.
You do not have to save this account.

- Enter credit card information (country, card number, expires, CSC, first name, last name)
- Enter credit card billing address (Street address, apt., ste., bldg., city, astate and ZIP code)
- Enter contact information (phone type, phone number email)
- Click on “Pay Now”. You will receive a registration confirmation email with your participant ID.