

## **Exhibitor Registration Instructions:**

1. You will be required to log into your NCS account or create one if you have not already done so.

Click here: <u>https://my.neurocriticalcare.org/account/login.aspx</u> and log in to your NCS account.

NEUR CRITICAL		
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Login to your account		
Enter your email and password below to	login.	
Le Email		
Password	0	
Remember Me	jin	
Forgot your password?	8	
Click here to reset your password.		
Don't have an account yet? Create an ac	ccount.	

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Click to reset your password if needed or reach out to <u>info@neurocriticalcare.org</u> for assistance with your account. If you do not have an account, click "Create an account" at the bottom.



## NEUR CRITICAL

## **Create an Account**

Enter your information below to create an account.

I Prefix:	Prefix	•
🚯 First Name: *	E First Name	
Middle Name:	Le Middle Name	
🚯 Last Name: ≭	Last Name	
Suffix:	Suffix	•
<ol> <li>Preferred First Name:</li> </ol>	Preferred First Name	
<ul> <li>Preferred</li> <li>Communication</li> <li>Method: *</li> </ul>	Unknown	•
🚯 Email Address: *	Email Address	
8 Password: *	Password	
<ol> <li>Confirm</li> <li>Password: *</li> </ol>	Confirm Password	
		Create Account

2. After logging in, please select Events and Annual Meeting at the top of the screen.



3. Click Registration from the options.

EVENTS → ANNUAL MEETING
NCS Annual Meeting
Register today to experience "Leaves of Change" with the NCS community at the NCS 23rd Annual Meeting — held September 18- 21, 2025 in Montréal, Québec.
2025 Annual Meeting $\rightarrow$ Registration $\rightarrow$ 2025 Schedule $\rightarrow$ Workshops $\rightarrow$
Networking Events $\rightarrow$ Grants $\rightarrow$ Hotel and Travel $\rightarrow$ Sponsors and Exhibitors $\rightarrow$

- 4. Click Register.
- 5. Click either "**Exhibitor Full Conference**" for your Full Conference attendees or "**Exhibit Hall Only**" for those only working the booth.

ARTING MEETING AND	Montréal, Québec - September 18-21, 2025
Registration Type: *	<ul> <li>Full Conference</li> </ul>
	🔿 One Day - Thursday
	🔿 One Day - Friday
	🔿 One Day - Saturday
	🔿 One Day - Sunday
	O Pre-Conference Workshop Only
	🔿 Exhibit Hall Only
	O Exhibitor Full Conference
	○ Virtual Experience

- 6. Answer the questions and click through to the end of the process where you will review your selection.
- 7. Apply your custom vendor discount code by adding it to the "Promo Code" space. After selecting "Apply" you will see your Subtotal adjust to \$0. If you do not see the price adjust, please reach out to <u>registration@neurocriticalcare.org</u>.
- 8. Once the price adjusts to \$0, you can click checkout to finish, and you will receive a confirmation email to the email address tied to your NCS account.
- 9. If you do not have any complimentary passes left, you will follow the same process as outlined above. When you get to the review/checkout page, you will just click checkout and continue to payment. You will not enter a code. You will receive a confirmation email to the email address tied to your NCS account once payment is made.

<u>Please note that your comp code usage is limited to the number of registrations your</u> company has been allotted. Once the code has been "applied" in a cart, this counts as one of your usages.