

The following category of participants must register with a voucher code:

- Member States and Government Officials (MSGO)*
- Speakers and Moderators (SPMR)*
- International Organization (INTO)*

Please note that the end of the voucher code (ACRONYMS PER CATEGORY), must match the category as listed above. If not, the voucher will not work.

A voucher code can be used only once, and shall not be shared between 2 or more participants as it will not work. In the case of another person substituting an already registered participation, a new voucher code must be provided.

If a paid category is entitled to a free registration, a voucher code will be provided by ICAO, when valid accreditation is presented.

REGISTERING WITH A VOUCHER CODE:

- **a.** Request your Voucher Code to IWAF2015 or Registration. Please provide your complete contact information including your current job title. In the event insufficient information is provided, ICAO will continue to request the necessary documentation for your approval.
- **b.** Once you have your Voucher Code in hand, visit the <u>IWAF 2015 Registration Site</u>. Log in or create your account, and complete the required fields.
- c. Select your Category: (please note your Role in this Event will always fill out automatically to Participant)



d. Once you have selected your Category (State, Speakers and International Organization), you will be prompted with the following message:

Price for the Event

To register as a Member State or Government

Officials, please enter the voucher code provided by ICAO.

e. Now you will enter the Voucher Code provided in the following field:



f. Once you have entered your voucher code and completed the rest of the form, you will proceed to register now.

In the event that the system does not recognize the voucher code or you are encountering any problems, please email your issues to ICAO Registration and a clerk will reply to you within 24-48 hours.