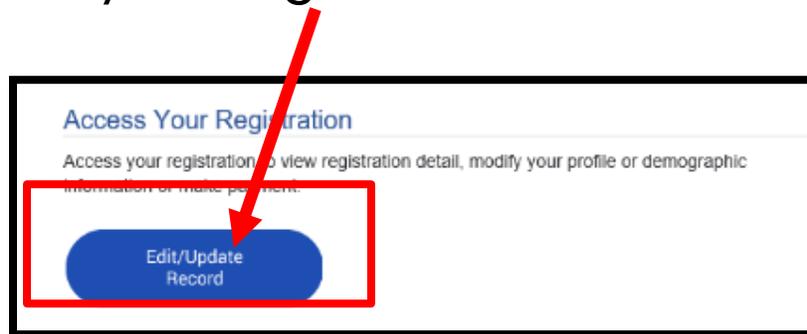
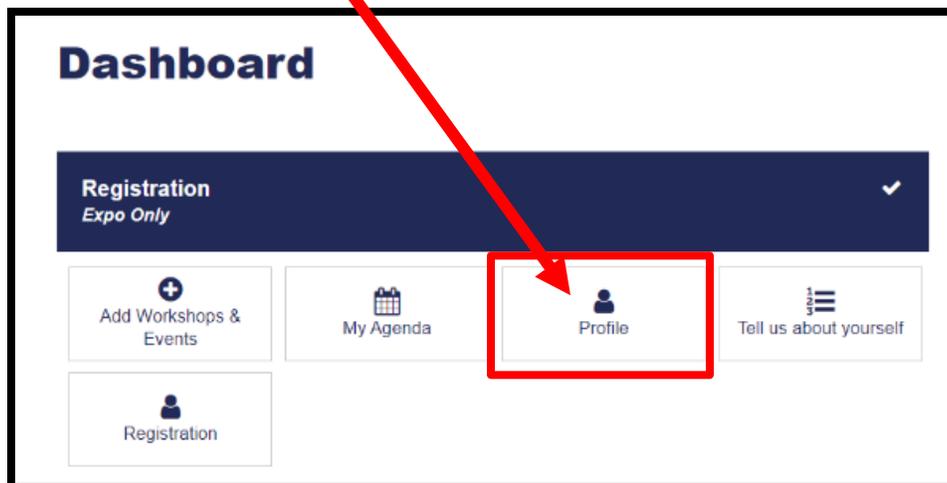


How to Apply a Workshop Speaker Promocode to an Existing Registration.

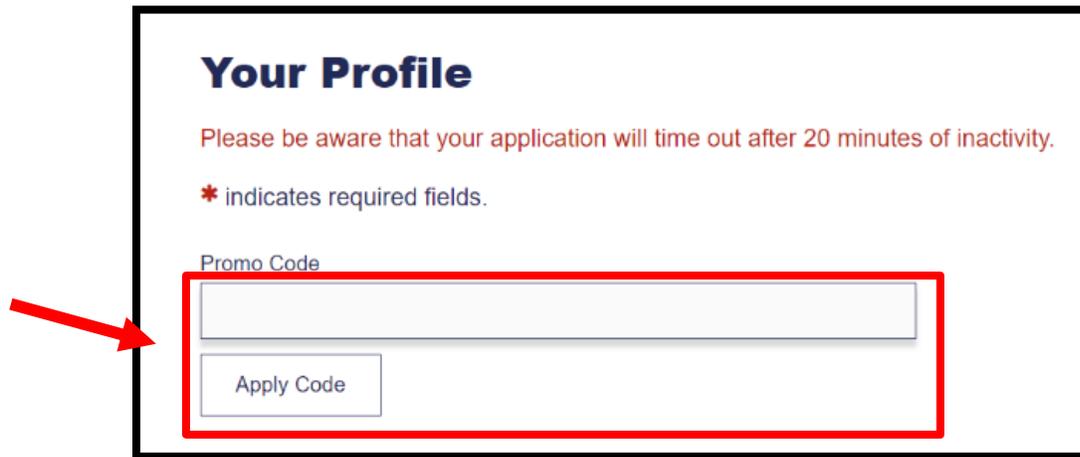
1. Click the blue **Edit/Update Record** button included in your email confirmation to access your registration dashboard.



2. Click **Profile** on your Dashboard to apply your promocode



3. On the Profile page, enter your **Promo Code** and click **Apply Code**. The workshop will be added to your registration automatically. *Do Not attempt to add the workshop on the Events page.*



Your Profile

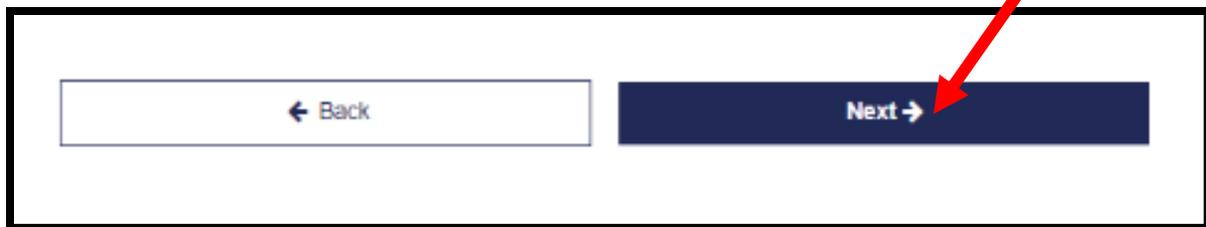
Please be aware that your application will time out after 20 minutes of inactivity.

* indicates required fields.

Promo Code

Apply Code

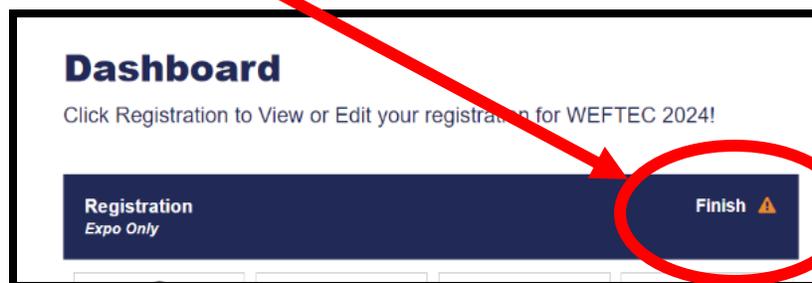
4. Scroll to bottom of page and click **Next**



← Back

Next →

5. Click **Finish** on the Dashboard



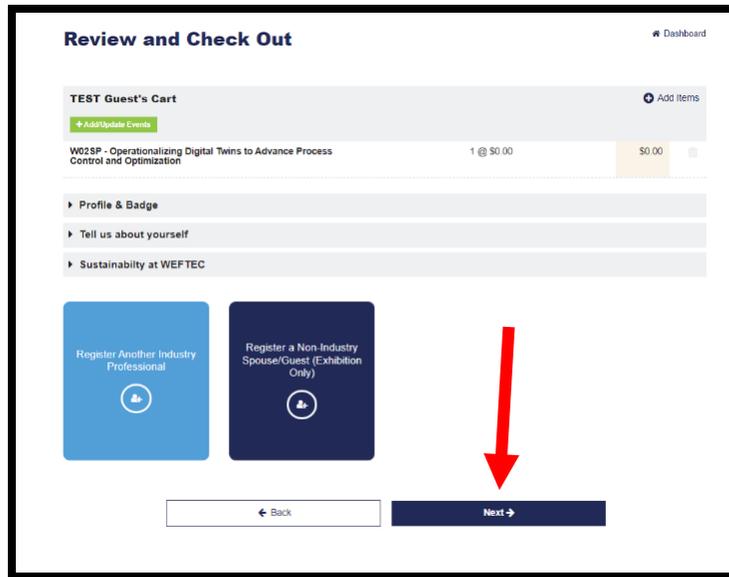
Dashboard

Click Registration to View or Edit your registration for WEFTEC 2024!

Registration
Expo Only

Finish ⚠

6. Click **Next** at the bottom of the Review and Check Out page



7. Click **View Confirmation** to print or send via email

