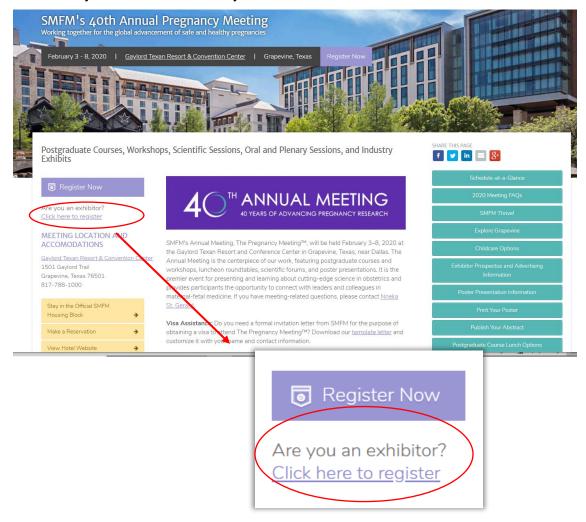
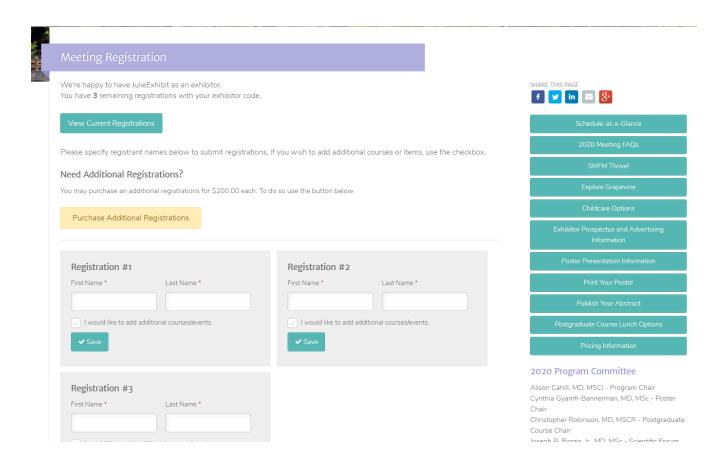
- 1. Sign in to the SMFM website at <a href="www.smfm.org">www.smfm.org</a>. If you have never registered before as a User, your log-in will be the email address used to apply as an Exhibitor, and you will enter "password" in the password field. We STRONGLY recommend that you change your password upon your first log-in and update any other profile information.
- Visit the Pregnancy Meeting Page: <a href="https://www.smfm.org/2020">https://www.smfm.org/2020</a> and select "Are you an exhibitor? Click here to register." Your User and/or Member Account will already be associated with your Exhibitor account.

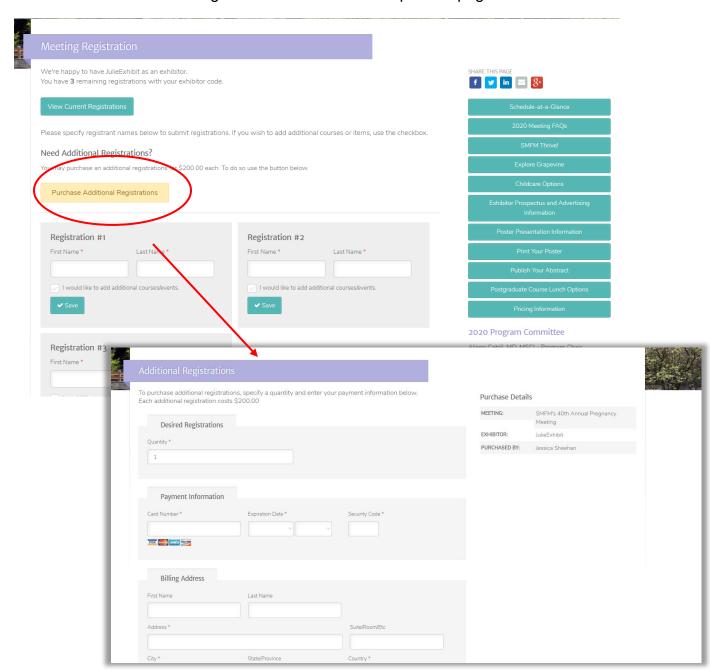


3. For each 10' x 10' booth purchased, your company receives 4 complimentary registrations to the Pregnancy Meeting's scientific sessions (oral presentations, poster presentations, and exhibits). Additional exhibitor badges and ticketed events such as postgraduate courses may be added with a fee.

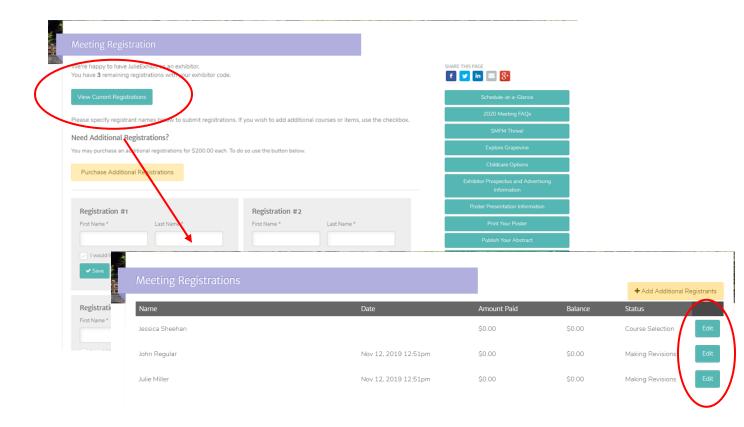
Enter the first and last name of each of your registrants. If you would like to register for ticketed events such as the pre-meeting postgraduate courses, click the checkbox "I would like to add additional courses and events" before you click "Save."



4. If you will have more than 4 representatives attend, you may purchase additional Exhibitor registrations for \$200 each if desired. Fill in your first four attendees (and make sure to click the "SAVE" button for each) and then click the yellow "Purchase Additional Registrations" button at the top of the page.

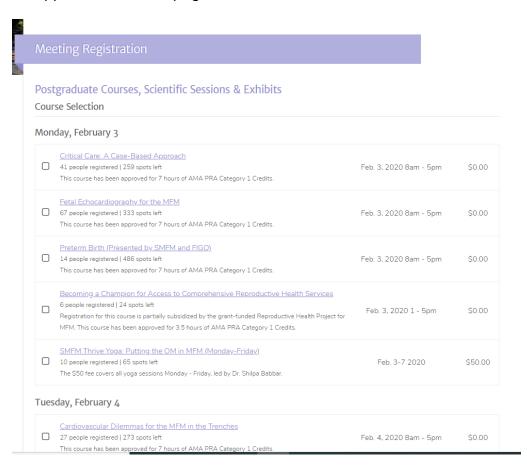


5. The system now allows you to make changes to your registrations. To make any edits to your registrations or add on any postgraduate courses or events to the registrations, click the green "View Current Registrations" button. From there, click the "Edit" button on the side for the person you would like to update.

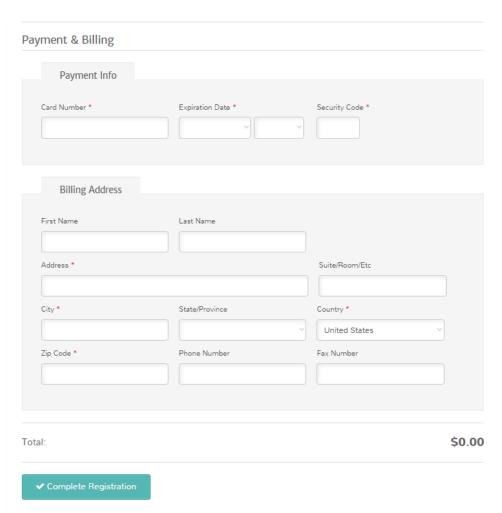


6. Select any ticketed courses and events for which you would like to register. Click "Save Changes" at the bottom.

Note: Any discounts for the scientific sessions and exhibit registration fee will appear on the next page.



7. Enter payment information (if any is needed). This page is where a discount will be displayed for the Scientific Sessions and Exhibit fees as applicable.



8. Return at any time to view registered persons and register additional staff (up to your complimentary limit) by selecting "Are you an exhibitor? Click here to register" from the Pregnancy Meeting homepage.

If you have any questions or need further assistance, please contact Julie Miller at <a href="mailto:jmiller@smfm.org">jmiller@smfm.org</a> or Courtney Thompson at <a href="mailto:cthompson@smfm.org">cthompson@smfm.org</a>.