

# Order LeadCapture for CFMA's Annual Conference & Exhibition 2022



## SETTING UP YOUR EXHIBITOR ACCOUNT

- Click [here](#), enter your details, and click **Create Account**.
- You will soon receive the email “Welcome to CFMA's Annual Conference & Exhibition 2022” from [conferences@cfma.com](mailto:conferences@cfma.com) // “You’ve been invited to create an account for CFMA's Annual Conference & Exhibition 2022” from [exhibitors@cvent.com](mailto:exhibitors@cvent.com). Click **Log In** within the email.
  - *Haven't used LeadCapture before?* You'll create your password here.
  - *If you have LeadCapture login credentials from past events*, log in with your email and previously created password. Once logged in, click **Switch Event** (top left) and click CFMA's Annual Conference & Exhibition 2022 from the list of events you're exhibiting at.

## LOGGING BACK IN TO YOUR EXHIBITOR PORTAL

- Log back into your Portal using [this link](#). *Do not click Add your company.*
- Use this Portal to:
  - *Purchase LeadCapture licenses*
  - *Assign licenses to registered onsite staff (not required pre-event)*

## SUPPORT

New to LeadCapture or want additional help? [This how-to](#) is all you need to get set up.

Questions? Email [leadcapture@cvent.com](mailto:leadcapture@cvent.com) with any general LeadCapture questions

### App License

Download the LeadCapture app on your own iOS or Android device and use your camera to scan leads on-site.

**\$299**

**\*Best Value\***  
3-Pack  
LeadCapture  
Licenses

**\$249**

First LeadCapture  
License

**\$149**

Additional  
LeadCapture  
Licenses

### Rental Device License

Pick up a LeadCapture scanner onsite.  
Price includes app access + scanner.

**\$399**

ORDER  
BEFORE 4/15

**\$449**

ORDER  
BETWEEN  
4/16 – 4/29

**\$499**

ORDER  
AFTER 4/30