

email template: Registration Launch Links

SUBJECT: Ready for Launch: **Meeting Name** Registration Information

Hello **CM**,

The conference links for the **Meeting Name** have been created, thoroughly tested, and ready for launch. I've included the purchase links below, along with the requested promo codes and custom conference query.

Please review the registration process and let us know if any adjustments or updates are needed before the launch. During testing, you can use one of our test accounts (BVtest, Progresstest, or DOEtest) to verify member, non-member, and government pricing.

If you have questions or need additional assistance with your conference, don't hesitate to contact me or the [registration team](#).

Exhibit Booth Purchase Link

Link

Registration Link

Link

Sponsorship Purchase Link

Link

Promo Codes

XXX CEXH – Comp Exhibitor

XXX COMP - Comp Attendee

XXX CSPK - Comp Speaker

XXX CSPN - Comp Sponsor

Group Discount (if applicable)

- Register **5** attendees at full price → Get 10% off for up to 4 additional registrations
- Register **10** attendees at full price → Get 15% off for up to 4 additional registrations
- Register **15** attendees at full price → Get 20% off for up to 4 additional registrations

Custom Conference Query

This query shows the results of the custom questions created for this conference. You can access this query in Impexium by clicking on [Events](#) and then [Queries](#)

- Query Name: **Name**

Thank you