

# Order LeadCapture for: 21<sup>st</sup> Annual LCI Congress

Thank you for exhibiting at 21<sup>st</sup> Annual LCI Congress! To enhance your experience at this year's conference, we have partnered with Cvent to provide lead retrieval services through their LeadCapture product. This easy-to-use tool will allow your team to quickly capture standard contact and custom qualifying information from all attendees at the event.

## HOW IT WORKS:

- Scan badges to gather lead information
- Score leads and takes notes
- Export leads to any database on demand

## USE YOUR OWN DEVICE (iOS or Android)

Purchase a Bring your own Device license and then download the LeadCapture app on your own Android or iOS device. Use the app to scan leads and capture relevant qualifying information.

**\$249**

FIRST APP USER

+

**\$149**

EACH ADDITIONAL

## RENT DEVICES

Purchase a Device Rental license and then pick up a Handheld Infrared Laser Scanner onsite for faster and seamless scanning – price includes app access license!



**\$299**

ORDER  
BEFORE 12AM CDT ON  
9/16/19

**\$349**

ORDER  
BETWEEN 9/17-9/30

**\$399**

ORDER AFTER  
12AM CDT ON 10/1

**Click [here](#) to:**

- Create your **Service World Expo 2019 Exhibitor Profile**
- **Purchase LeadCapture licenses**
- **Log back into your Portal to export your collected leads**

**cvent**

Event Code:  
FCF43927CE2C

## 1. CREATE YOUR ACCOUNT

You must create a new LeadCapture Exhibitor Profile for each event your organization exhibits at. First time visiting for 21<sup>st</sup> Annual LCI Congress? Click Create Account. Once your account has been created, you will be redirected back to the login page automatically. Click **Forgot?** to initially create your password. You will receive an email to create/reset your initial password and, once created, you will be prompted to log in.

*If you have already created an account for this event, use the same link to log back in. Do not click Create an account a second time. If you receive the error, "This event already has an exhibitor with that name." go back to the login screen and reset your password.*

## 2. PLACE YOUR ORDER

Once logged in, click **Buy Now** under **Get Licenses** and order your desired license type.

## 3. LOG BACK INTO YOUR PORTAL

Use the link above to log back into your Portal to add onsite staff, customize lead-qualifying questions, purchase additional licenses, or export leads. If you do not remember your login information, click **Forgot?** and follow the steps to reset your password.

# SUPPORT

1. Email [leadcapture@cvent.com](mailto:leadcapture@cvent.com) for general LeadCapture questions
2. **Not receiving emails?** Please check your spam or junk folder. Otherwise, whitelist the IP address: 184.173.153.62 and email address: exhibitors@cvent.com, then click **Forgot Password** on the portal login page to receive a new email
3. **Interested in Additional Training?**

Click the following link to [Sign Up For a Live Leadcapture Training](#)

### Cvent LeadCapture Liability Waiver

By purchasing the LeadCapture solution, you are accepting the following terms. Customer understands that the rental and use of Cvent LeadCapture Device and Application grants only a license to use it for the duration of this event, and that no equity or ownership is imparted by this rental lease. It is understood that each Cvent LeadCapture Device will need to be charged prior to use, Electrical Service in the exhibiting space may be required.

Customer further is acknowledging and accepting full liability as a representative of your organization and understands fully that he/she is responsible for the proper use and security of any Cvent LeadCapture Device while it is in customer's possession and will be liable for any loss or damage to the rental equipment and that damaged Cvent LeadCapture Devices or Cvent LeadCapture Devices not returned to the Cvent LeadCapture Service Desk at the close of event will be billed for full replacement cost of the device. **Full application terms of use available at:** <http://www.cvent.com/en/product-terms-of-use.shtml>