Welcome to the easy step-by-step instructions on how to register for the Energy Generation Conference.

If you have not created a profile account on our registration site before, you must do so before you can register. Click here to follow the link to create a new profile. This step can be done any time prior to registering. The name and contact information on this profile should be the primary booth contact person. This information will be included in the conference program book.

Once you create your account, please keep your username and password in a safe place for easy access because it will be required for any future registrations. If you can't remember your username or password, please call us at 701-224-5600 or 1-877-846-9387 and our staff will be happy to help you.

Please note that anytime it says “Student”, the term “Student” also applies to organization contacts and employees.

Start by clicking here to log in and to find the link to create a new profile.
If you already have a profile account, sign into our registration website.

Welcome to the BSC non-credit registration site!

Remember to check your profile for correct email information - you will be emailed your confirmation and receipt!

Please note that “Students” apply to all registrants, both professional and personal, including organization contacts.

Returning Students/Professional and Personal

Use your username and password to sign in here. Please note that the password is case sensitive.

If you have registered with us before and cannot remember your username, call 701-224-5600 (1-877-846-0387) and our staff would be happy to help you!

If you know your username but not your password, click Forgot Your Password?

New Students

Click Create New Profile to create your password and profile.

If you have not created a profile account, this step can be done anytime prior to registering.
Any time you are on our registration website, you can go back to the page with all class listings by clicking here.

When you click “All Classes” you will arrive on this page. Scroll down until you see Conferences, EGC and then click on EGC Exhibitor.
Click "Add to Cart" to purchase an Exhibit booth.

PLEASE NOTE that each exhibit booth is 10x10' and comes with one 8' table.

If you want to purchase multiple booths (limit of 4), continue to click add to cart for each additional Exhibit Booth you want. (see page 6 for details)

You can also add sponsorships to your cart at this point.
When you “Add to Cart” an Exhibit Booth, the following information page will appear, and the information is required.

**Exhibitor Information**

Please enter the information below:

- The 2007 legislative session passed House Bill 1074 requiring event organizers to submit a list of vendors that includes their ND Tax Permit No.
- As you make your aisle requests, please submit multiple options separated by commas.
- Enter companies you DO NOT wish to be located by. We make every effort to place you away from a competitor.
- Please limit your company description to 15-20 words. Any description that exceeds the 20-word limit may be edited to better fit in the program book. Descriptions must be submitted at the time of registration or it will not be included in the program book.

- Please enter the first and last name, email address and phone number for the person responsible for distributing all correspondence regarding this conference to other members of your organization. This information will not be listed in the conference program book.

**Sponsor Information**

Please enter the information below:

- Please enter your company’s website.

- Please enter the first and last name, email address and phone number for the person responsible for distributing all correspondence regarding this conference to other members of your organization. This information will not be listed in the conference program book.

**PLEASE Note:** If you are registering for multiple booths, the Exhibit Booth Information applies to all booths purchased. **Multiple directory descriptions are not allowed.**

Click submit when all fields are complete.

**PLEASE Note:** If you are registering for multiple sponsorships, the Sponsorship Information applies to all sponsorships purchased. **Multiple directory descriptions are not allowed.**

Click submit when all fields are complete.
If you want multiple booths (limit of 4), continue to click “Add to Cart” for another Exhibit Booth. If you receive a popup window indicating you have a scheduling conflict notification; click the OK button to override. You will receive another popup window (see below) confirming that you are sure that you want another Exhibit Booth since there is already one in your cart. You can just click the OK button. The Exhibit Information screen will display again. **If all is correct, click Submit to continue.**
Items you selected are here in the shopping cart.

View shopping cart and check out

This window will pop up when you click “View Cart”.

Click Checkout to proceed.
You must agree to the refund policy for each item in your cart.

Agree to Refund Policy

If everything looks correct, click the “Checkout” button to continue to the payment

Checkout

Payment method must be “credit card”. Click Continue.
If you receive any errors during this payment process, please verify information on credit card (ex. Name on card, credit card number, credit card expiration date and security code), and that you have sufficient credit available for the purchase. If you continue to receive the error message, please call our staff at 701-224-5600 (1-877-846-9387).

Any field with an * is required information and must be complete to process your credit card. Online payment may be made by Visa, Discover, MasterCard, or American Express.

Please enter your credit card information

<table>
<thead>
<tr>
<th>Total:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$169.00</td>
</tr>
</tbody>
</table>

* Indicates required information
- Credit Card Type:
- Account Number:
- Expiration Date:
- Security Code: (View example)
- Name on Card:
- Day Phone:
- Night Phone:
- Mobile Phone:

Return Policy Agreement

By clicking Continue, I agree to the above Return Policy

Continue | Print Agreement | Return to Shopping Cart

Home: Cart: Payment Process

Your transaction has been processed successfully.

Thank you for registering at Bismarck State College! Your confirmation will be sent to the email address you provided.

Please record your username and password to access your registrations in the future.

Go Back to Find Additional Courses and Conferences

Registration Completed for: Ima Student | Done
Register | Current Registrations | Print History

Your confirmation and receipt will be emailed to the address provided. You may also print both at this time.

The Energy Generation Conference committee reserves the right to evaluate company booth requests on an individual basis, as deemed appropriate and/or necessary.

This is only a confirmation that BSC has received your registration, not a confirmation that you have received booth space. You will be notified of your acceptance into the show and your booth number by email on or before November 30.