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# EXHIBIT REGISTRATION STEP-BY-STEP GUIDE

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As a stand holder you are entitled to a number of free exhibitor badges and free exhibit + full programme badges depending on the size of your booth space:

Stand size	Free exhibitor badges	Free exhibit + full programme badges
9 m <sup>2</sup>	2	1
10-18 m <sup>2</sup>	4	1
19-44 m <sup>2</sup>	8	1
45-71 m <sup>2</sup>	16	2
72-90 m <sup>2</sup>	26	2
91-152 m <sup>2</sup>	35	3
153-252 m <sup>2</sup>	45	4
253-315 m <sup>2</sup>	60	4

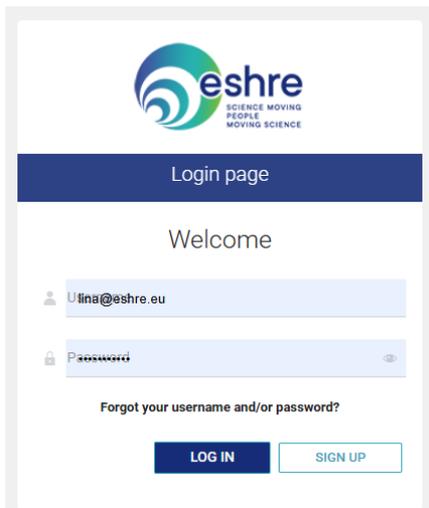
On [https://www.eshre.eu/ESHRE2026/Exhibit-and-Sponsors/badges\\_standholders](https://www.eshre.eu/ESHRE2026/Exhibit-and-Sponsors/badges_standholders) you can find what's included in the exhibitor badges.

Steps how to process the exhibitor badges:

### Step 1

Log in to 'Your' ESHRE Account

- Go to the [ESHRE login page](#).

The image shows a screenshot of the ESHRE login page. At the top is the ESHRE logo with the tagline 'SCIENCE MOVING PEOPLE MOVING SCIENCE'. Below the logo is a dark blue header with the text 'Login page'. The main content area is white and contains the word 'Welcome' in a large font. Below this is a form with two input fields: one for the username, which contains the text 'Ulina@eshre.eu', and one for the password, which is masked with dots. Below the password field is a link that says 'Forgot your username and/or password?'. At the bottom of the form are two buttons: a dark blue 'LOG IN' button and a white 'SIGN UP' button with a blue border.

### Step 2

Access your Exhibit Group Portal: <https://www.eshre.eu/ESHRE2026/Registration/Exhibit>

- Here you can manage your exhibit group registration:
  - You will also be able to view your e-voucher codes (when there is no open payment).  
The below voucher codes are for example only.

- In order to see the type of registration, click on ‘Show details’:

Show Details ▶	Voucher not activated yet E-voucher: 1FE4F396FF25554F82332BAC99484
Show Details ▶	Voucher not activated yet E-voucher: 666CC6956593B7428CCD887AE08E
Show Details ▶	Voucher not activated yet E-voucher: 30CDE7C8F121584295BCB73C987E
Show Details ▶	Voucher not activated yet E-voucher: 4DA533BF9F3942458004E97BF81C2

- Add extra badges (optional)
- Finalise payment (in case of extra payable badges)
- Download an excel overview:

Total fee payable:	0.00 EUR
Amount paid:	0.00 EUR
Amount to pay:	0.00 EUR



- E-voucher numbers must be sent with [the accompanied letter](#) to each participant individually

### Step 3 (optional)

In case you want to order **extra badges**, they can be ordered via this button:



- Next: select the payable badges that you need:

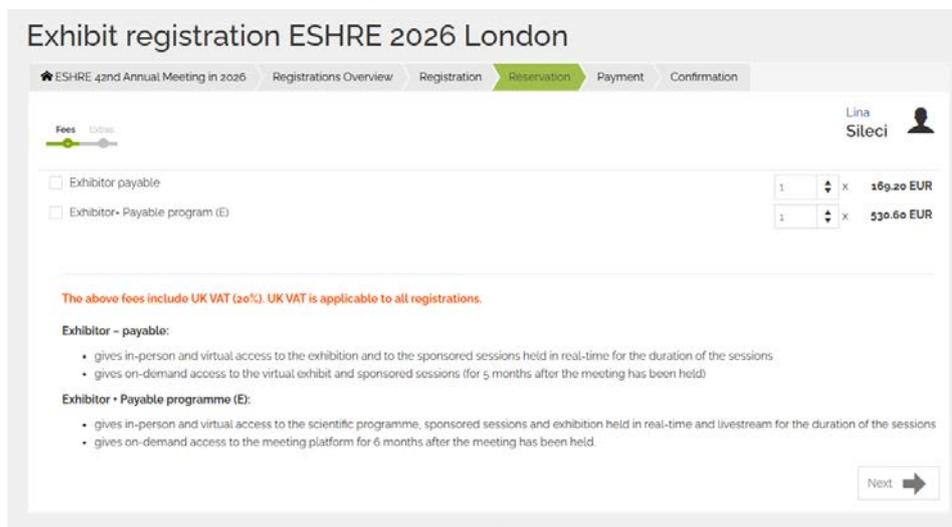


Exhibit registration ESHRE 2026 London

ESHRE 42nd Annual Meeting in 2026 Registrations Overview Registration **Reservations** Payment Confirmation

Fees Extras

Lina Sileci

<input type="checkbox"/> Exhibitor payable	1	x	169.20 EUR
<input type="checkbox"/> Exhibitor • Payable program (E)	1	x	530.60 EUR

The above fees include UK VAT (20%). UK VAT is applicable to all registrations.

**Exhibitor – payable:**

- gives in-person and virtual access to the exhibition and to the sponsored sessions held in real-time for the duration of the sessions
- gives on-demand access to the virtual exhibit and sponsored sessions (for 5 months after the meeting has been held)

**Exhibitor • Payable programme (E):**

- gives in-person and virtual access to the scientific programme, sponsored sessions and exhibition held in real-time and livestream for the duration of the sessions
- gives on-demand access to the meeting platform for 6 months after the meeting has been held

Next ➔

- Next: You can choose extras for your payable badges in your exhibit group registration (a free opening ceremony ticket is already included with the free exhibitor badges)

### Exhibit registration ESHRE 2026 London

ESHRE 42nd Annual Meeting in 2026 > Registrations Overview > Registration > **Reservation** > Payment > Confirmation

Lina Sileci 

Fees Extras

Choose Extras

**Community events - check box if attending**

Opening Ceremony - Sunday, 5 July 2026  x 2.50 EUR

**Social programme, check box if attending**

Networking Event- Tuesday, 7 July 2026  x 72.00 EUR

**Diet restrictions - check box if applicable**

Vegetarian food  x 0.00 EUR

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- Next: Accept our terms and conditions and submit the registration:

#### Registration Overview

	UNIT PRICE	SUBTOTAL
2x Exhibitor payable	169.20 EUR	338.40 EUR

By submitting the online registration form for the ESHRE 42nd Annual Meeting in 2026, the registrant accepts the [terms and conditions](#), the ESHRE [privacy policy](#), and acknowledges to have read and will abide by this [Anti-harassment and anti-discrimination policy](#) at this ESHRE meeting.

ESHRE will have official photographers and videographers onsite capturing the annual meeting, for the duration of the event. All images and footage is copyrighted to ESHRE and may be used exclusively by ESHRE for promotional items in print or digital format, and in an online album of the event.

[← Back](#) [Submit →](#)

- Next: Click on 'Pay registration':

#### Registration Overview

	UNIT PRICE
3x Exhibitor payable	169.20 EUR

 ADD EXTRA EXHIBITOR E-VOUCHER(S)...

 PAY REGISTRATION



- Next: Select your payment method:

Payment Method

Mrs Titia Van Roy  
 ESHRE  
 BXL7 - Building 1  
 Nijverheidslaan 3, 1st floor  
 1853 Strombeek-Bever  
 Belgium

**Total Fee: 5,816.10 EUR**

**by credit card**

The registration payment platform is a secured site by Worldline.

    are the only cards accepted.

Please note that your credit card will directly be charged at the moment of transaction.

I would like to pay by **bank transfer**

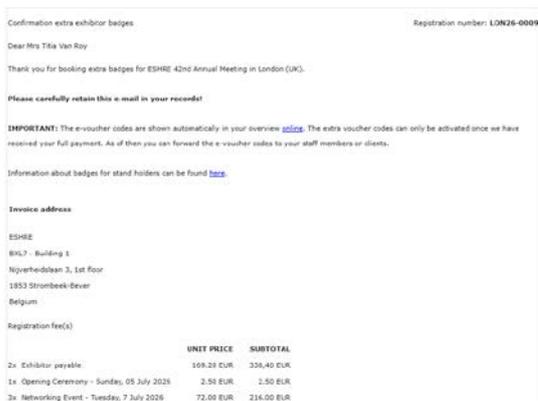
**You will receive a proforma invoice by e-mail after you submitted the form.**

- Clearly **mention your registration number (LON25-\*\*\*\*)** with the bank transfer.
- **Remittance** should be free of charge to the recipient.
- Please make sure ESHRE receives payment by the applicable **registration deadlines**

## Step 4

### Confirmation and Payment

- You'll receive an automatic confirmation email of your order in your mailbox



- Once payment is received in full, you'll gain access to the e-voucher codes in your exhibit group registration portal

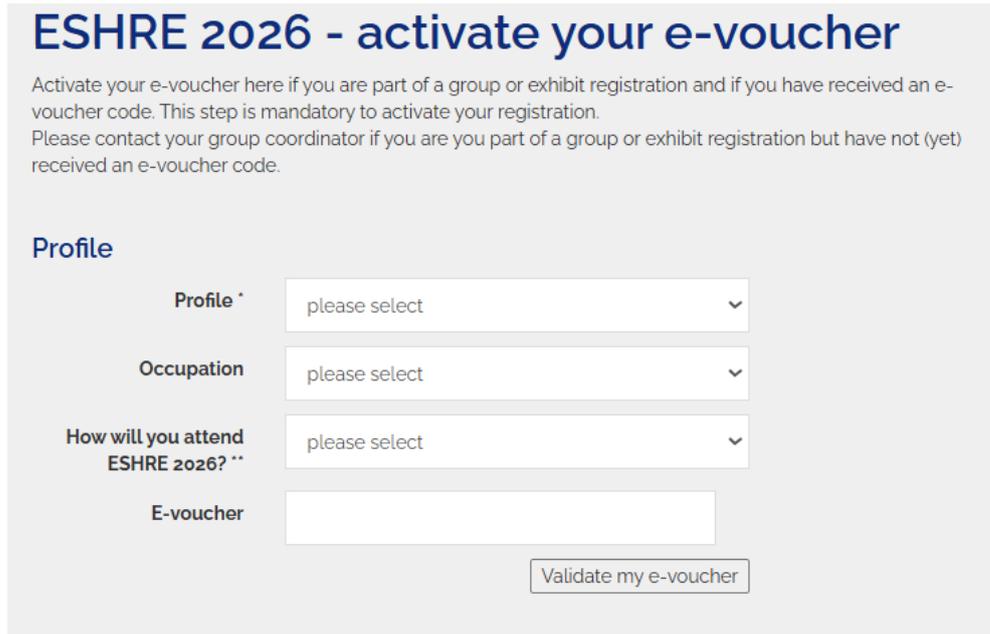


## Step 5

### Participant E-voucher Activation Process

Each participant must activate their own e-voucher individually, as soon as possible, to ensure their registration is complete, they must:

1. Log in to their own personal ESHRE account
2. Go to the e-voucher activation page:  
<https://www.eshre.eu/ESHRE2026/Registration/Evoucher>
3. Enter the voucher number and complete the required steps (to be completed by the participant)



**ESHRE 2026 - activate your e-voucher**

Activate your e-voucher here if you are part of a group or exhibit registration and if you have received an e-voucher code. This step is mandatory to activate your registration.  
Please contact your group coordinator if you are part of a group or exhibit registration but have not (yet) received an e-voucher code.

**Profile**

Profile *	<input type="text" value="please select"/>
Occupation	<input type="text" value="please select"/>
How will you attend ESHRE 2026? **	<input type="text" value="please select"/>
E-voucher	<input type="text"/>

4. If they don't have an account, they can create one [here](#)
5. At a later stage a confirmation letter with a barcode will be sent

Example:



Please bring your official confirmation letter to the annual meeting in Paris. This can be a printout or have it ready on your mobile device.

Scan the barcode at one of the kiosks to obtain **your personal entry badge**.  
Different kiosks (based on colour and activity) are located in the registration area - see page 2.

6. E-voucher has now been activated and the participant is good to go

## **Step 6**

### **Opening ceremony for free exhibitor badges**

The free exhibitor badges include a free ticket to the Opening Ceremony which will take place on Sunday, 5 July from 19:00 to 20:00 (CEST).

### **Opening ceremony for payable exhibitor badges**

If you order extra payable badges and you want to have a ticket to the Opening Ceremony for your participant, then it will be payable at a fee of 2,50 Euro per person (inclusive 20% UK VAT).

- Please contact Lina Sileci: [registration@eshre.eu](mailto:registration@eshre.eu) to add an Opening Ceremony ticket to an e-voucher
- This process cannot be done online by the group leader

### **Networking event tickets**

- Please contact Lina Sileci: [registration@eshre.eu](mailto:registration@eshre.eu) to add the Networking event to the requested e-voucher
- Information about the Networking event can be found here: [ESHRE 2026 Networking events](#)

## **Step 7**

### **Invitation letter visa**

- Your staff members or clients have to activate their e-voucher code. After the code has been activated, they will be able to download their Visa letter on <https://www.eshre.eu/ESHRE2026/Registration/Individual>
- After they have activated their e-voucher code, you can also download the Visa letter for them, in that case you have to go to <https://www.eshre.eu/ESHRE2026/Registration/Exhibit>

## **Step 8**

### **On-Site Badge Collection**

- The barcode on the confirmation letter must be scanned at a kiosk onsite
- The scan generates and prints the entrance badge, which must be worn during the conference



### **Responsibilities exhibit group leader**

- Distribute e-voucher codes with the [accompanying information letter](#) to exhibit participants
- Manage payments, including follow-up and ensuring correct invoice details
- Monitor e-voucher activations
- Act as the main contact between ESHRE and participants, also onsite

### ⚠ Key Important Notes

- E-vouchers are not visible until payment is fully received
- To avoid duplicate accounts, check that each participant has an ESHRE account before they are creating a new one
- Please be informed that their congress registration is only complete after they have activated their e-voucher code
- Badges that are added **after 11 June** can only be paid by **credit card**
- All vouchers must be activated **before 19 June 2026** to ensure smooth and easy access
- It won't be possible to buy extra discounted exhibitor badges after 19 June and onsite

