

Swallers, Darlean

From: The Gartner Registration Team <us.registration@gartner.com>
Sent: Friday, March 31, 2017 8:22 AM
To: Webb, Ray
Cc: sara.matias@gartner.com
Subject: Executive Programs Registration Confirmation 2017 NA Symposium/ITxpo



Dear Ray Webb,

Your Gartner representative has registered you for the 2017 NA Symposium/ITxpo, being held October 1 - 5, 2017, in Orlando, FL. Your registration is complimentary and included within the Gartner Executive Programs membership.

If you would like to review any of your registration information please log in [here](#) with your [Gartner.com](#) log in information. In order for us to be able to provide you with the best on-site experience at the event, we would be grateful if you could complete the "Specific Event Questions" section.

HOW TO REVIEW REGISTRATION DATA?

- If not signed into gartner.com please click on the **SIGN IN and REGISTER** button
- If signed into gartner.com click on the **REGISTER** button
- Click on the Edit button at the bottom of the page to update your gartner.com profile
- Click on Continue to update any event specific information
- If you are unaware of your log in information, please follow the **SIGN IN and REGISTER** button where you will be able to request a password/username reset/reminder via **FORGOT YOUR USERNAME AND PASSWORD?**

To learn more about your Executive Programs CIO member experience at Symposium click [here](#).

Prior to the start of the Symposium, you will receive the following items:

- An email pertaining to special hotel blocks that have been reserved for Executive Programs Members and instructions to book your hotel room online.
- An email providing access to build your agenda online

Cancellation and Substitution Policy

Complimentary attendance and related additional benefits are for Executive Programs members only. Complimentary attendance is not transferable and no substitutions are allowed. Your registration and complimentary attendance is subject to your membership status at the time of the event. You may cancel your registration at any time prior to the event, however in order to help us with logistical arrangements we would appreciate notice as early as possible. Non-attendance and cancellations made less than 30 calendar days prior to the start of the event will be considered as a use of your Symposium entitlement as per your Executive Programs membership. Sharing of attendee passes is not permitted.

As a condition of attending the Event, you agree to comply with the online Registration terms and conditions applicable to all Event Attendees at the following link: www.gartner.com/technology/about/policies/events-terms.jsp.

Please note that these online registration terms and conditions govern only your participation at the event and in no way replace or conflict with your existing Gartner Executive Programs contract. In the event of a discrepancy between the terms and conditions of the online registration with the terms and conditions in your Gartner Executive Programs contract, the Gartner Executive Programs contract terms and conditions shall overrule.

If you have any questions or concerns, please contact either your Gartner Representative or the Registration Office at 866.405.2511 (US and Canada), +1.650.226.0825 (International) or send an email to us.registration@gartner.com and we will be happy to assist you.

Thank you once again for your registration and we look forward to seeing you in Orlando, FL.

Gartner Registration Team

Tel: 1.866.405.2511 (US and Canada), +1.650.226.0825 (International)

E-mail: us.registration@gartner.com

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