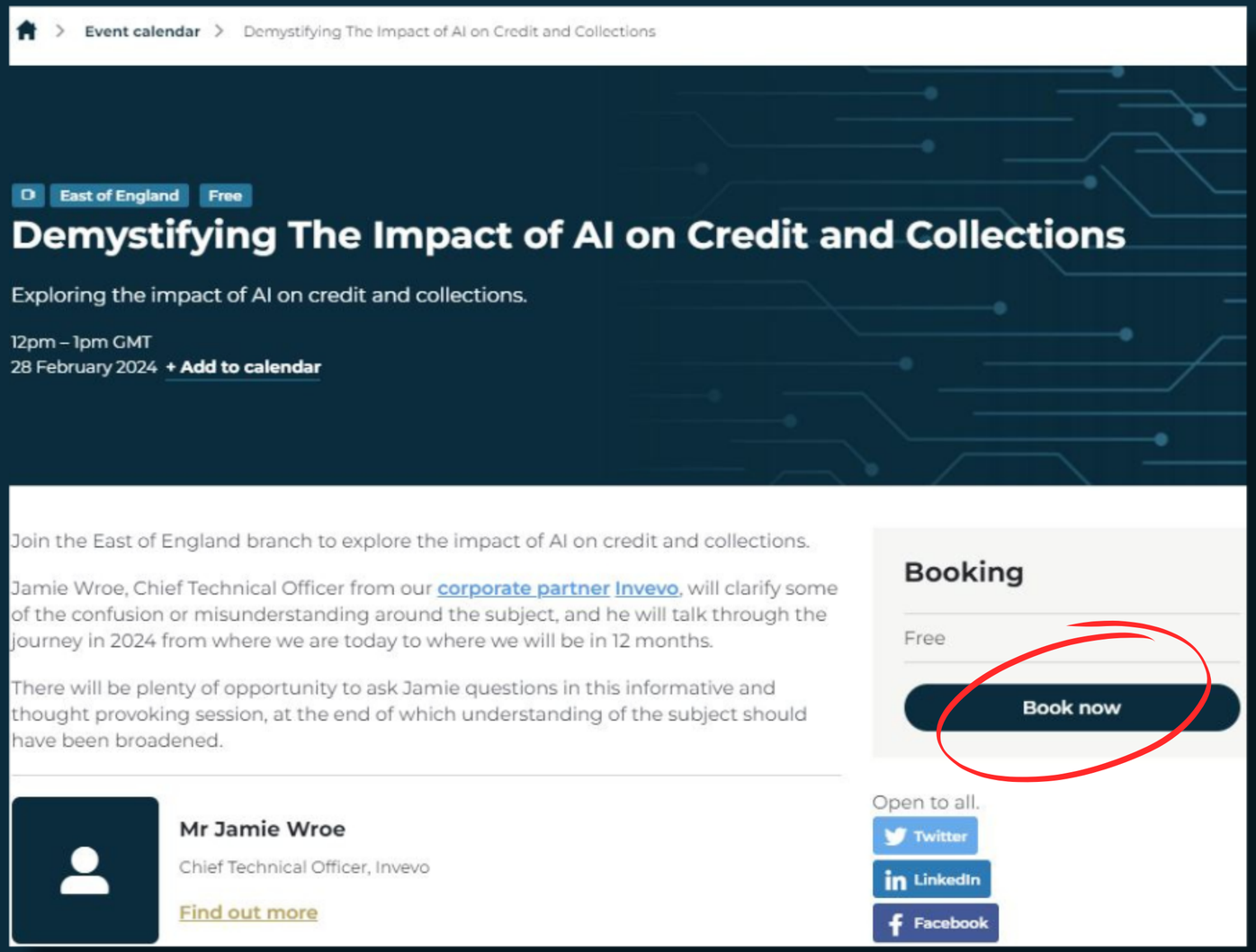
CICM Chartered Institute of Credit Management

YOU MAY HAVE NOTICED WE'VE MADE SOME CHANGES TO THE BOOKINGS PROCESS.

HERE'S HOW YOU CAN NAVIGATE YOUR WAY AROUND THEM.

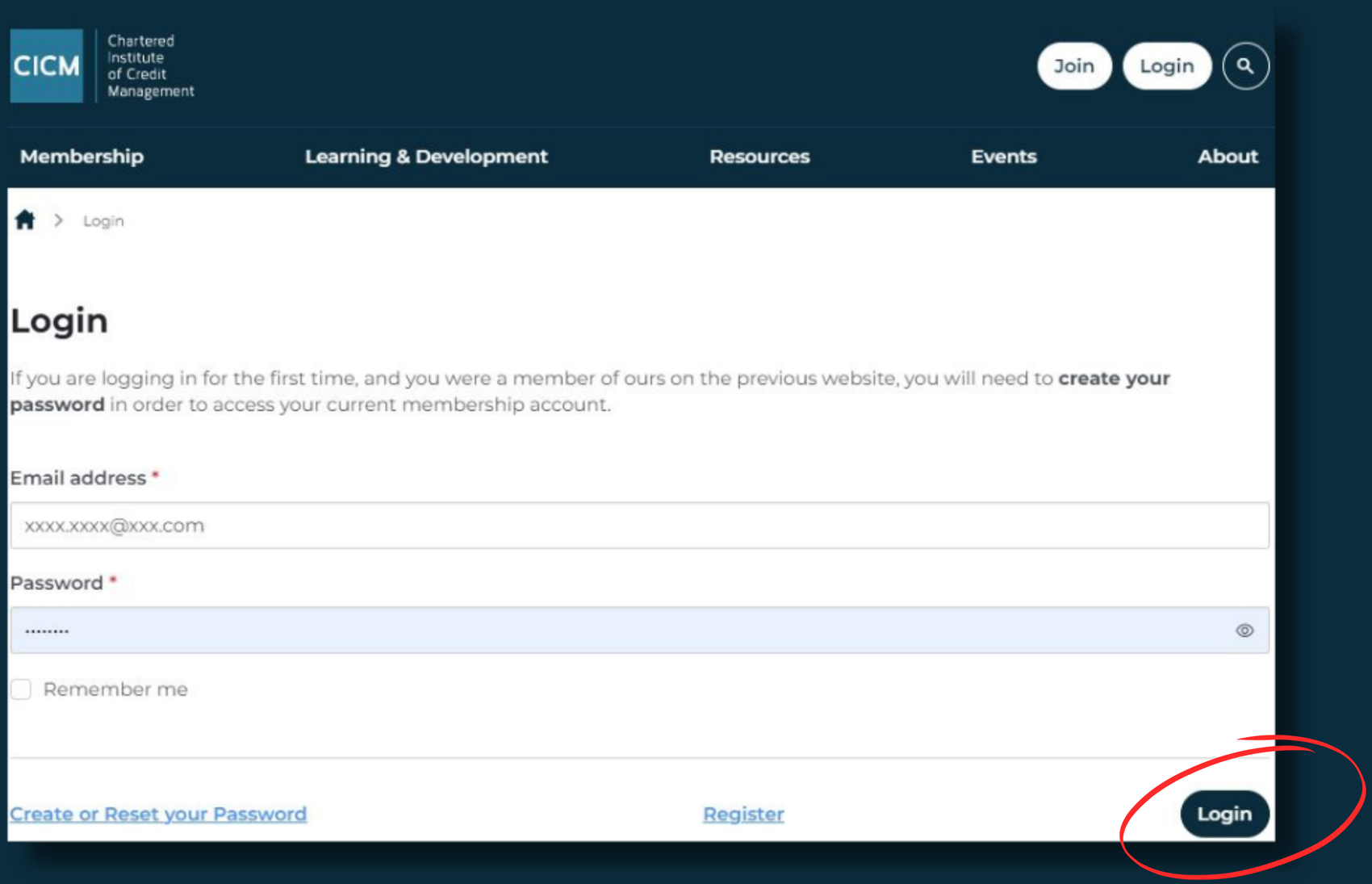
1

ONCE YOU HAVE SELECTED YOUR CHOSEN EVENT, CLICK BOOK NOW



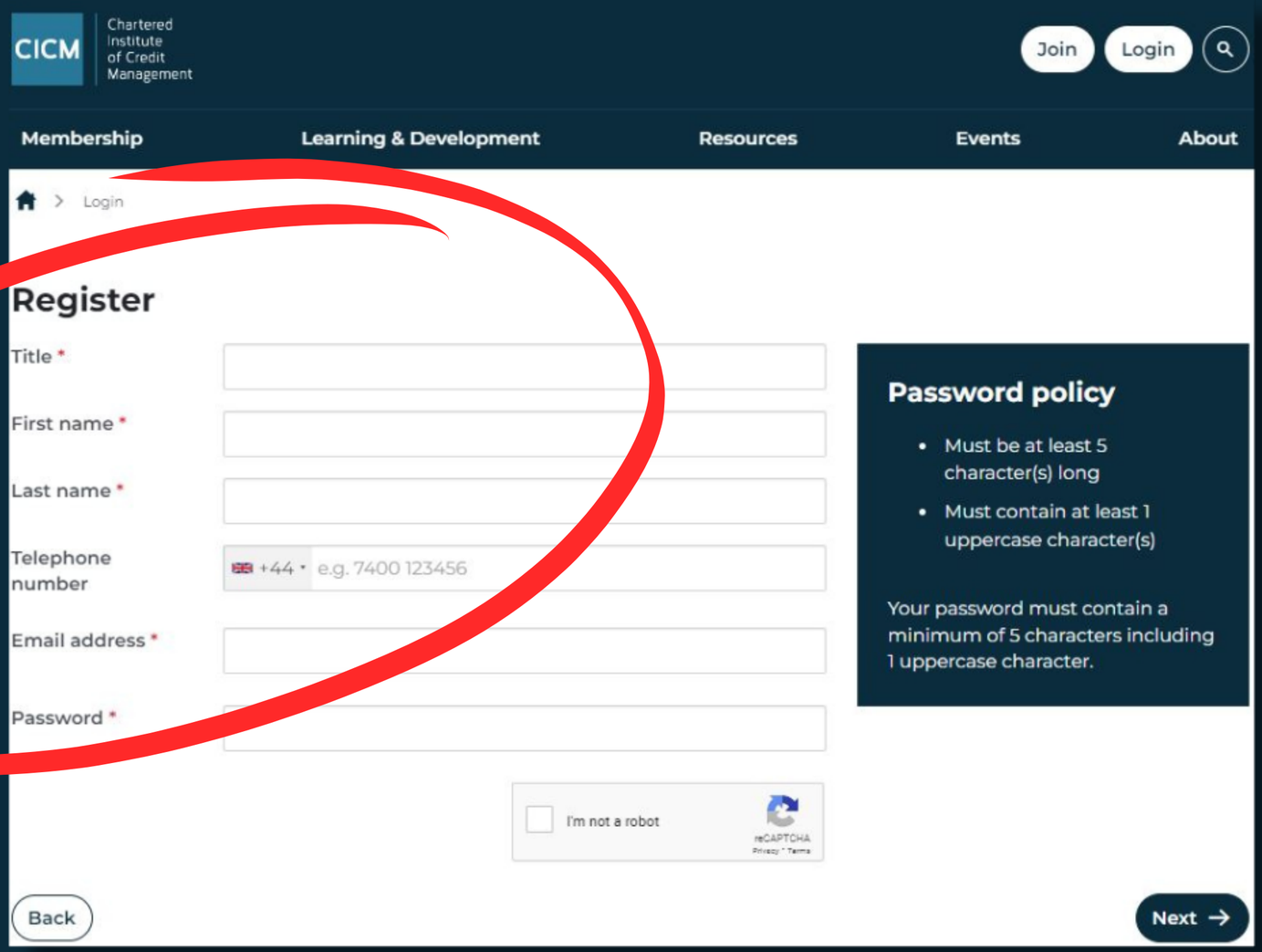
2

IF YOU ARE AN EXISITING ACCOUNT HOLDER, CLICK LOGIN AND CONTINUE BOOKING



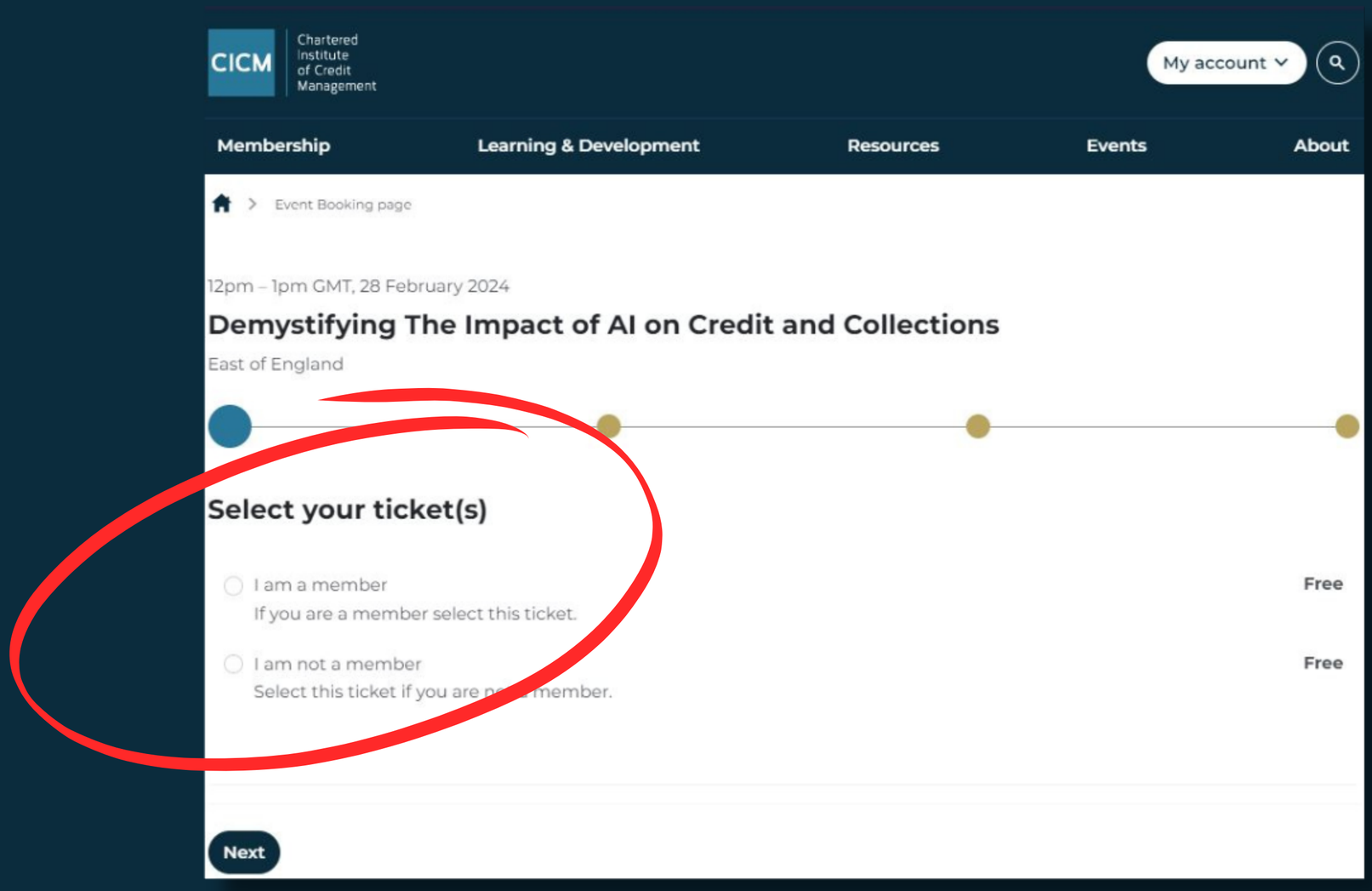
3

IF YOU ARE A NEW USER, CLICK REGISTER AND CONTINUE BOOKING



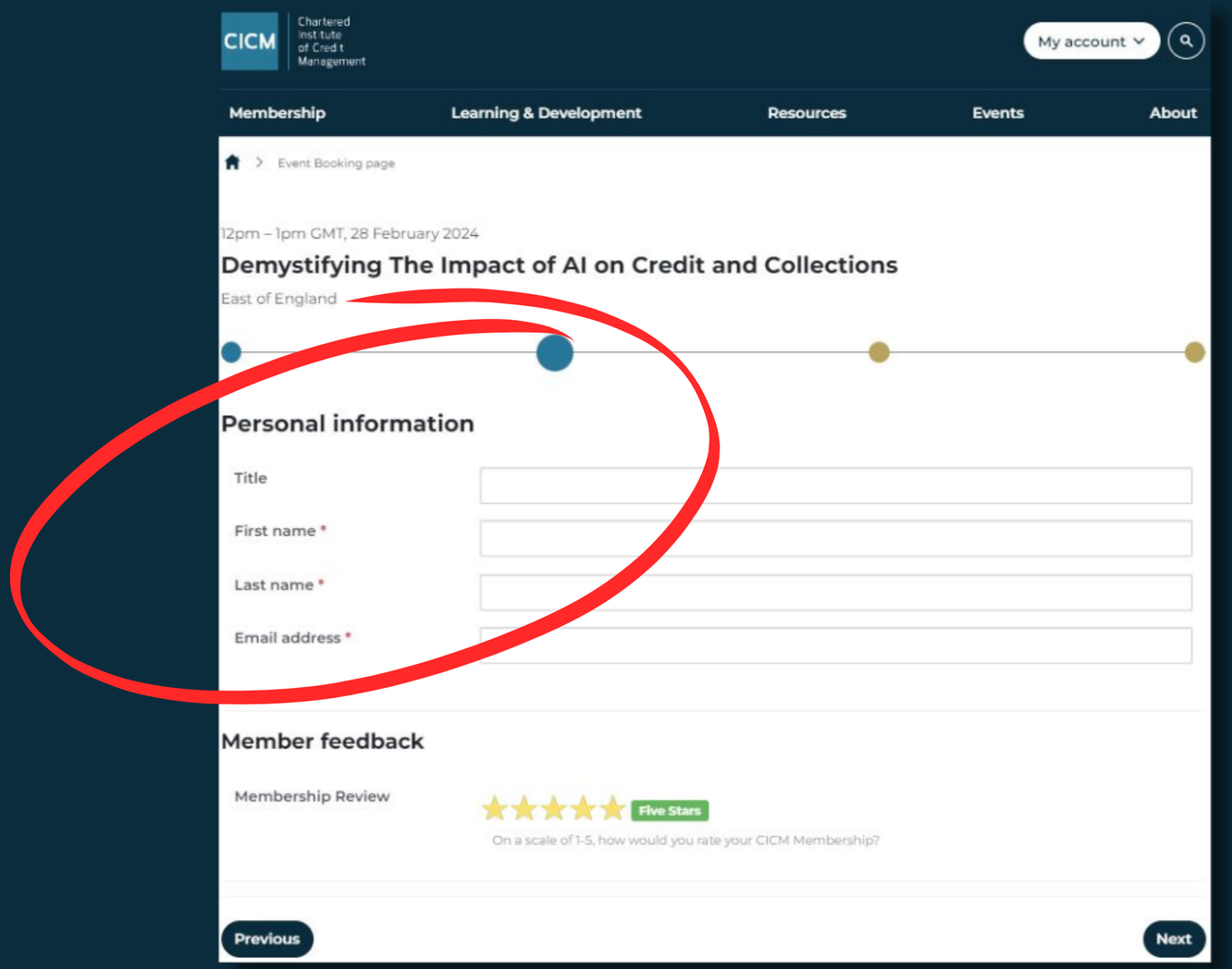
4

ONCE YOU HAVE LOGGED IN, SELCT IF YOU ARE A MEMBER OR NON MEMBER



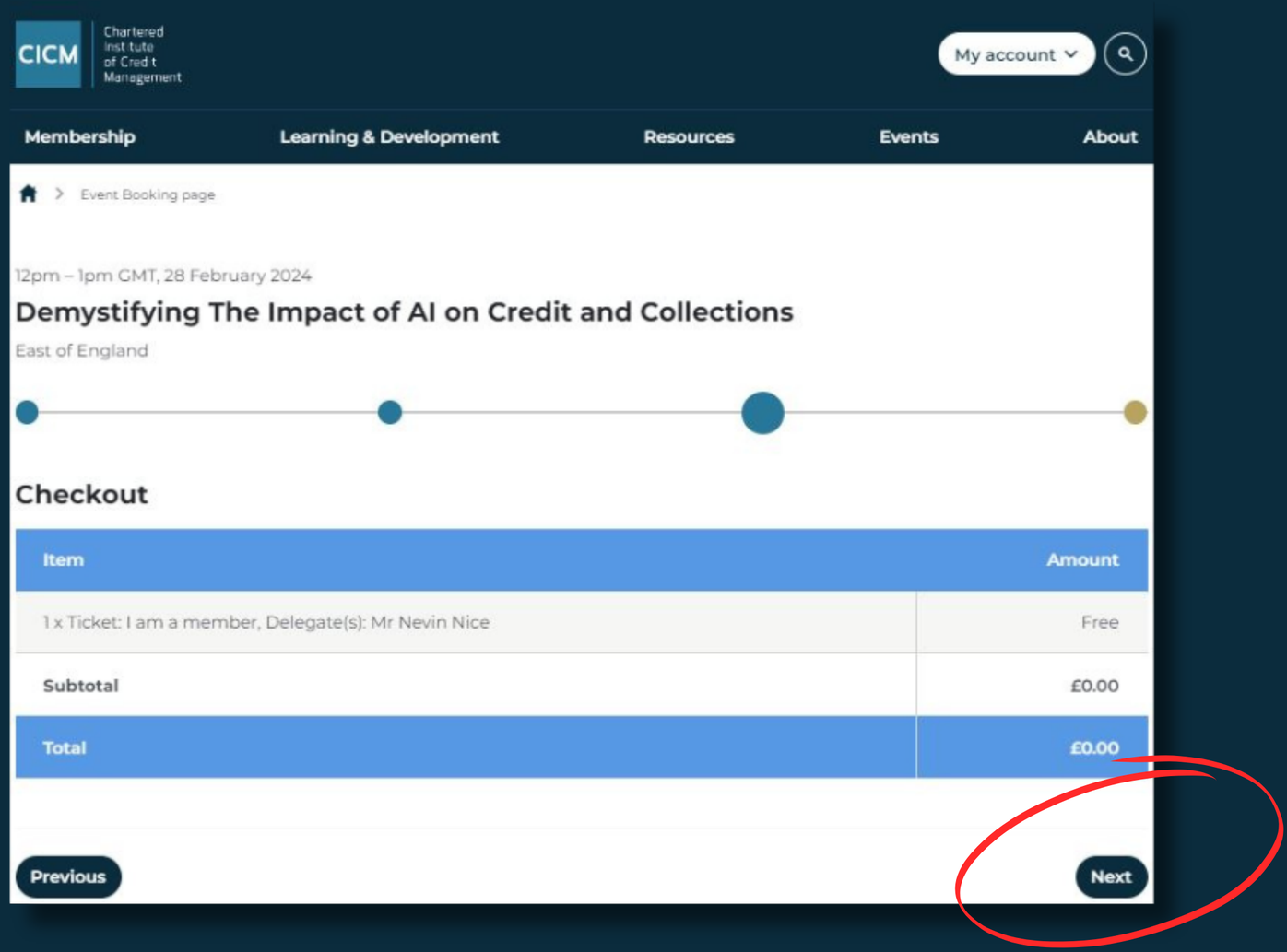
5

ONCE YOU HAVE SELECTED YOUR MEMBERSHIP STATUS, CONFIRM YOUR DETAILS AND GIVE US A RATING!



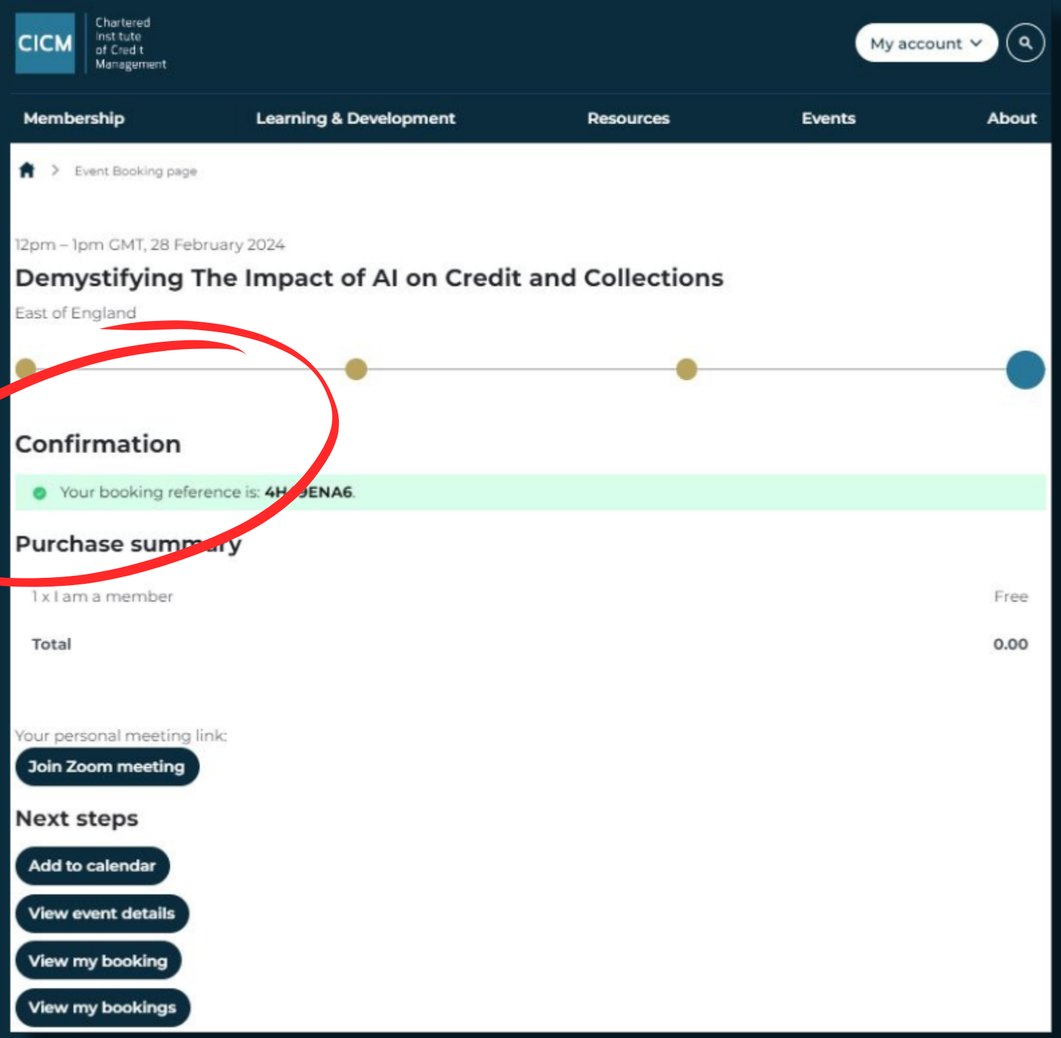
6

ONCE YOU HAVE CONFIRMED YOUR DETAILS, CONFIRM YOUR SELECTED TICKET AND CLICK NEXT



7

CONGRATULATIONS, YOU HAVE SUCCESSFULLY COMPLETED YOUR EVENT BOOKING!

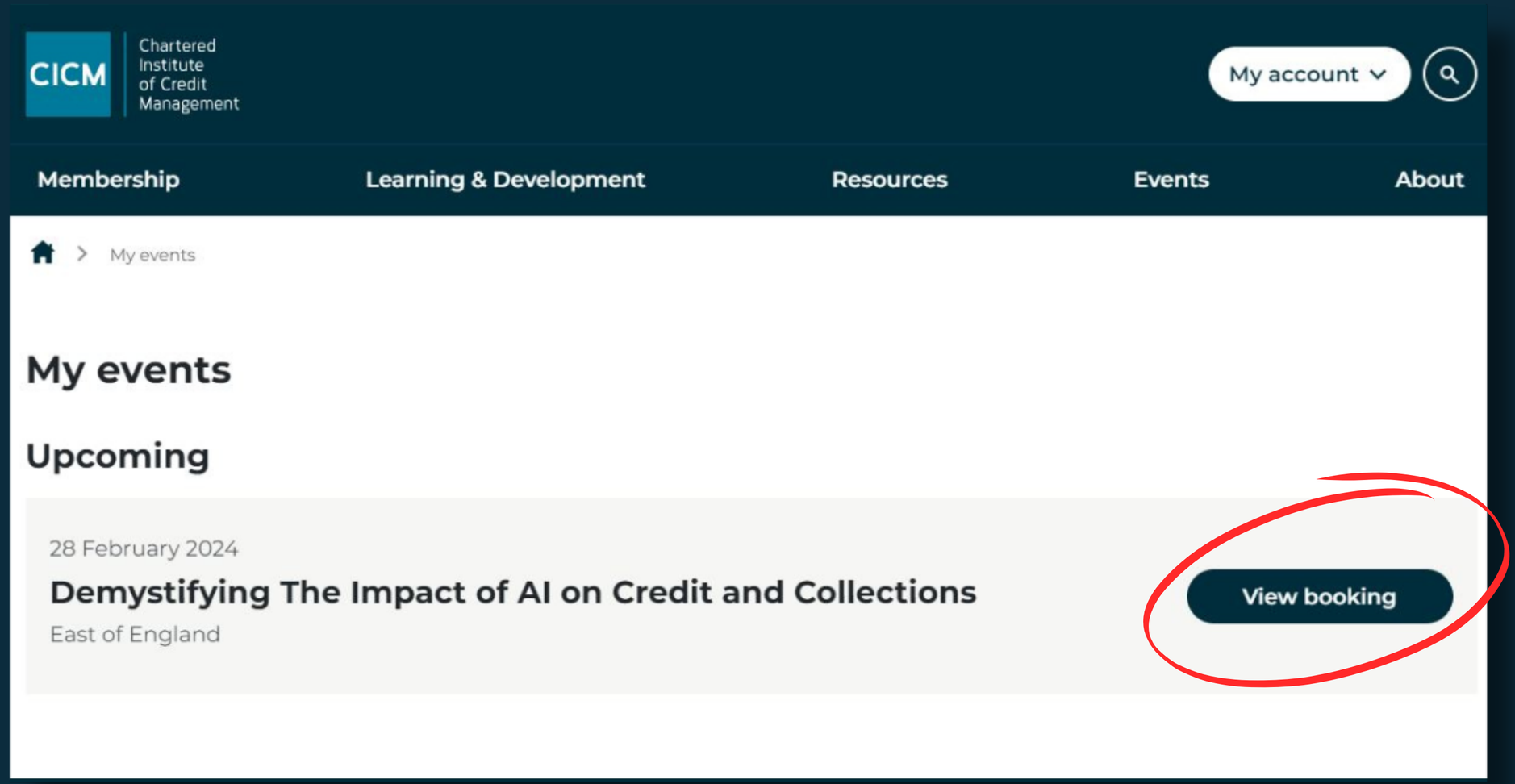


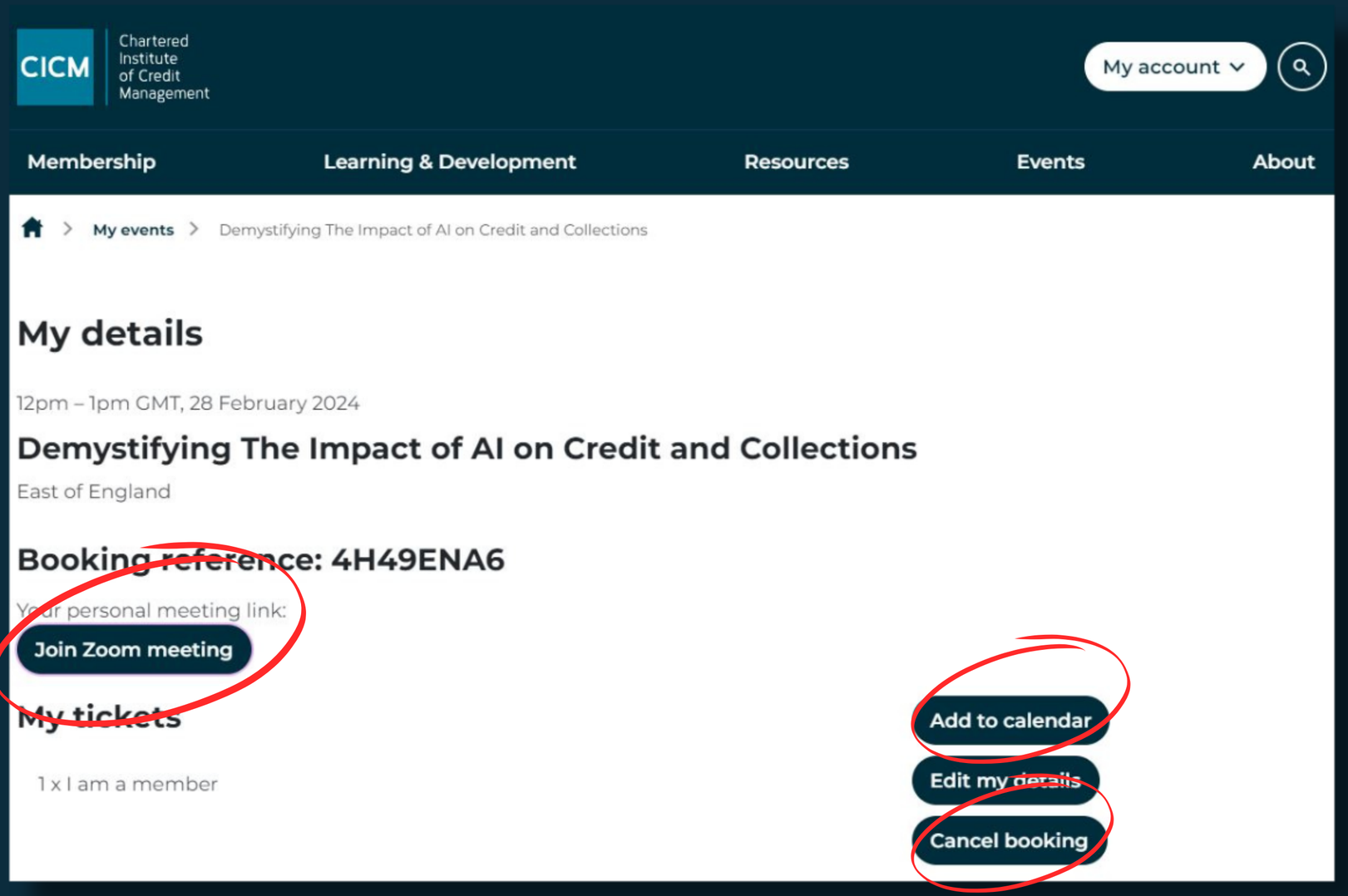
8

TO VIEW UPCOMING BOOKINGS, CLICK MY ACCOUNT, THEN MY EVENTS

9

TO VIEW INDIVIDUAL BOOKINGS OR JOING A ZOOM EVENT, CLICK VIEW BOOKING



10

YOU CAN NOW JOIN THE EVENT, ADD TO CALENDAR OR CANCEL YOUR BOOKING