

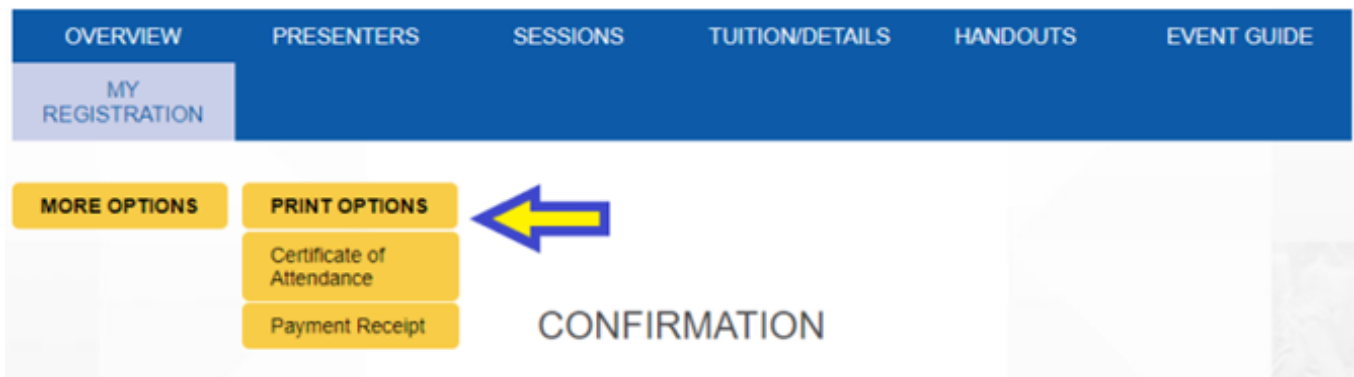
## How to Download a Copy of Your Receipt:

Receipts for events occurring within the last year can be downloaded direct from the event site using the steps below:

1. Go to the event website.
2. Click on "UPDATE YOUR REGISTRATION OR AGENDA" on the top right corner of the event homepage.



3. Enter your email address and confirmation number.
4. Click "OK."
5. Your confirmation details will show by default.
6. Click on "PRINT OPTIONS" and select "Payment Receipt" from the drop-down menu.



7. You will be prompted to open/download the document and can save from there.

**Having difficulty accessing your receipt? Please contact us at [CustomerSatisfaction@SDE.com](mailto:CustomerSatisfaction@SDE.com)**