

ENER2i EU Brokerage Event Registration Process

Dear all,

Please note that the **ENER2i EU Brokerage Event Registration is Open!**

The first **ENER2i EU Brokerage event**, will take place on **Monday 23rd of June 2014** at the **Committee of the regions in Brussels**. The event will take place during the EU Sustainable Energy Week 2014. Do not hesitate to contact us if you have any questions.

REGISTRATION PROCESS:

1. Go on the EUSEW webpage: www.eusew.eu and click on sign in

The screenshot shows the EUSEW website interface. At the top, a blue navigation bar contains a home icon, 'Contact', and 'Sign-in' (the latter is circled in red). Below this is a banner for 'SUSTAINABLE ENERGY WEEK 23-27 JUNE 2014' with a green and blue logo. A secondary navigation bar includes a home icon, 'ABOUT', 'HIGH LEVEL POLICY CONFERENCE', 'ENERGY DAYS', and 'AWARDS COMPETITION'. The main content area is divided into two columns. The left column is titled 'Log in' and contains the text: 'Enter your e-mail address and password to sign in. There is a common application form for both the SEE and the ManagEnergy award.' It features input fields for 'Email' and 'Password', a 'Forgot your password?' link, and a blue 'Log in' button. The right column is titled 'No account yet?' and contains the text: 'You are just one minute away from creating your account. (*) Mandatory fields'. Below this is a section titled 'Contact details' with a dropdown menu for 'Title *' and input fields for 'First name *', 'Last name *', 'E-mail *', and 'Telephone *'.

2. Create an account by entering your contact details

⇒ It might take up to an hour for you to get the email to activate your account

3. Then go to the event page at: [ENER2i EU Brokerage Event Page](#)

⇒ Click on Register and fill in your date of Birth and Passport Number (for security check) as follow:

Register as an attendee

Organizer
eseia - European Sustainable Energy Innovation Alliance (eseia)

Location

Address (1): Committee of the Region

Address (2): Rue Belliard 99-101

Building: Jacques Delors Building

Room: Room JDE53

Town: Brussels

Country: Belgium



Opening hours

From 09:00:00 **To** 17:30:00

Date of birth ^(a) (DD/MM/YYYY)

National Identity Card Number/Passport number ^(a)

^(a) This data is required for security measures at European Commission buildings and will facilitate your registration in the Charlemagne building during the EUSEW. The data will not be made public and is not visible to event organisers. Please see the [privacy policy](#).

Register

4. Then you will see in the registration tab the following:

My profile		My bookmarked Events		My registrations		My Energy Days	
Name	Category	Place	Date				
Ener2i EU Brokerage Event	Other	Belgium, Brussels	2014-06-23 - 2014-06-23	Cancel			
Export to Excel							

- 5. As soon as someone registers, eseia will see it in the attendees' management tool available on EUSEW website.**
- 6. Each registered participant will receive an email from eseia with a Cooperation Profile Template to fill in and to return to office@eseia.eu**
Through this form you must provide a short profile description, indicating the nature of business and/or research, and what you are looking for.
 ⇨ *These profiles will be inserted into an event catalogue which will be accessible online prior to the event.*

Please do not hesitate to contact me if you have any questions.

Thank you
Kind regards,

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eseia Director's Assistant

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