

Event Website: <https://events.trade.gov/TradeMissiontoPanamaCostaRicaColombia>



GDEI Trade Mission to Panama, Costa Rica and Colombia

March 10-15, 2024



GDEI TRADE MISSION TO
PANAMA, COSTA RICA, AND
COLOMBIA

03/10/2024 (1:00 PM)
03/15/2024 (8:00 PM)
(GMT-05:00) Panama

SIGN UP HERE



1 Click here to Register

Please sign up using a Chromium-based browser – Chrome, Edge, etc.

1 Register

First name *
Diego

Last name *
Gattesco

Email address *
diego.gattesco@trade.gov

Title *
International Trade Specialist

Company Name/Organization *
U.S. Commercial Service

Please select keywords that are associated with your company (Industry). *

Industry

Advanced Manufacturing Aerospace & Defense Automotive & Smart Mobility
Climate & Clean Technology Design & Construction Education & Training Services
Energy Industries Environmental Technologies Financial Services Food & Agriculture Value Chain
Franchising Healthcare & Health Technologies ICT & the Digital Economy Marine Technology
Media & Entertainment **Other** Professional & Business Services Safety & Security

I have read and agreed to the Terms of Service*

NEXT STEP

2 Complete your basic contact information

3 Select your industry. Select "Other" if your industry is not listed.

4 Check the "I have read and agreed to the [Terms of Service](#)*" box

5 Click "Next Step" - the following page will ask you to select the type of attendee and you will complete the registration form according to your selection.

Attendee Type *

For example, are you a U.S. Company? Or are you an Overseas Company? Please select from the options below.

Select an option

Select an option

- U.S. Companies / U.S. Exporters / U.S. Suppliers
- Conference Participant (Does not include B2B's)
- Foreign Buyer (Overseas Companies)
- Sponsor
- Speaker
- U.S. Commercial Diplomat/Specialist/Government Trade Expert

This field is required.

6

Select **“Conference Participant (Does not include B2B's)”** to participate in the Business Conference only.

Company Street Address *

Type your answer

This field is required.

7

Complete the information requested

City *

Type your answer

This field is required.

State (U.S. only)



2 Identification

Attendee Type *

For example, are you a U.S. Company? Or are you an Overseas Company? Please select from the options below.

Mobile Number *

This field is required.

Website *

Please enter N/A if you do not have a website

This field is required.

Industry *

This field is required.

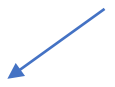
Company Street Address *

This field is required.

City *

This field is required.

7 Complete the information requested for the selected type



Approval Required



Please wait until your registration is approved before proceeding with your purchase.

8 Screen Message after submitting registration

9 Email from Trade Americas after your application is approved. Click on "Submit Payment" to confirm your participation



Hi Linda,

We are delighted to inform you that your application to participate in GDEI Trade Mission to Panama, Costa Rica, and Colombia has been approved!

To complete your registration, please click "Submit Payment" below and provide your billing and payment information as soon as possible.

[Submit Payment](#)

If you have any questions, please reply to this message or contact your local [U.S. Commercial Service office](#).

Sincerely,
The GDEI Trade Mission to Panama, Costa Rica, and Colombia Team
U.S. Commercial Service

4 Payment

- CREDIT OR DEBIT CARD Pay.gov
- BANK ACCOUNT (ACH) Pay.gov
- PAYPAL ACCOUNT Pay.gov
- INVOICE

NEXT STEP

10 Select Type of Payment and Click "Next Step"

* Country
Select Country

State/Province

ZIP/Postal Code

* Card Number

VISA MASTERCARD AMERICAN EXPRESS DISCOVER

* Expiration Date
Select ... Select ...

* Security Code

[What's this?](#)

Continue Cancel

12 Complete Credit Card Information, then Click "Continue"

5 Confirm

INFORMATION

Register Edit
Linda Abbruzzese
Linda.Abbuzzese@trade.gov

Payment Edit
Complete payment with Pay.gov using Paypal

TICKETS

Business Conference Only Fee Personal ticket (ticket I will use)	1	US\$ 500.00
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Total
US\$ 500.00

By clicking Place order, you agree to our [Terms of Service](#)

PLACE ORDER

11 Click on "Place Order"

If this is the first time using our InEvent system – Need to create an account – Follow these steps

Please sign up using a Chromium-based browser – Chrome, Edge, etc.



GDEI Trade Mission to Panama, Costa Rica, and Colombia



Login to your account

To sign in, please click on the button below

SIGN UP/SIGN IN TO REGISTER FOR THE EVENT

1 Click on the blue button
“SIGN UP/SIGN IN TO REGISTER FOR THE EVENT”

You will see the following warning screen. Confirm by clicking **Agree**.

You are accessing a U.S. Government information system, which includes: 1) this computer, 2) this computer network, 3) all computers connected to this network, and 4) all devices and storage media attached to this network or to a computer on this network. You understand and consent to the following: you may access this information system for authorized use only; unauthorized use of the system is prohibited and subject to criminal and civil penalties; you have no reasonable expectation of privacy regarding any communication or data transiting or stored on this information system at any time and for any lawful Government purpose; the Government may monitor, intercept, audit, and search and seize any communication or data transiting or stored on this information system; and any communications or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose. This information system may contain Controlled Unclassified Information (CUI) that is subject to safeguarding or dissemination controls in accordance with law, regulation, or Government-wide policy. Creating an account and logging into this system constitutes acknowledgement of this warning.

2 → **Agree**



INTERNATIONAL
TRADE
ADMINISTRATION

Sign in with your existing account

Email Address

 Email Address

Password

 Password



[Forgot your password?](#)

Sign in

Don't have an account? [Sign up](#)

Once you agree to that that message, you can click the option to Sign up at the bottom of the Sign In screen.



INTERNATIONAL
TRADE
ADMINISTRATION

Sign in with your existing account

Email Address



Email Address

Password



Password



[Forgot your password?](#)

Sign in

Don't have an account? [Sign up](#)

3

Provide an email address for the verification process, then click **Send Verification Code**.



Please provide your email address.

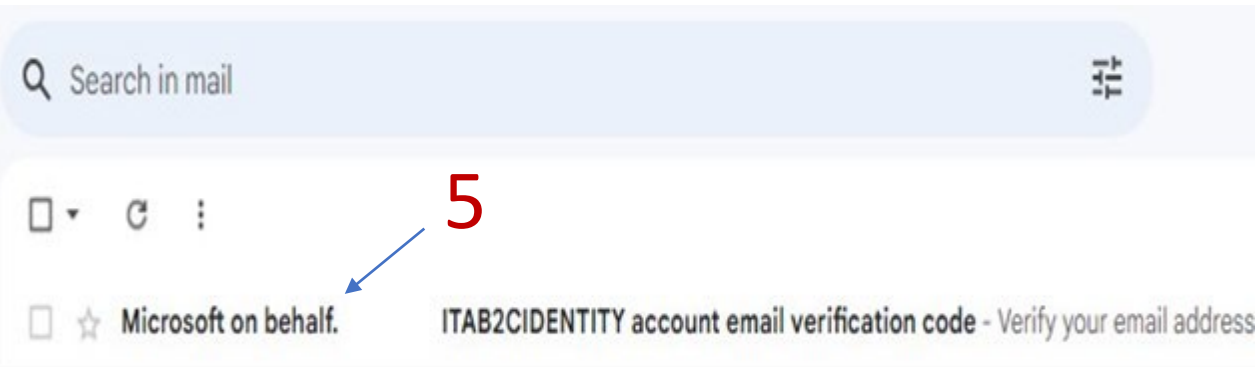
Email Address

A text input field with a yellow background and a blue envelope icon on the left. A blue arrow points from the red number "4" to the right side of the field.

4

A dark blue button with white text, outlined in red.

You will receive the verification code to the provided email address from "Microsoft on behalf."



5

Enter the code in the "**Verification Code field**" and click "**Verify code**".



Please provide your email address.

Email Address

An empty text input field with a blue border and a blue envelope icon on the left.

A verification code has been sent to the email address you provided. Please enter the verification code below.

Verification Code

A text input field with a yellow background and a blue checkmark icon on the left. A blue arrow points from the red number "6" to the right side of the field.

6

A dark blue button with white text, outlined in red. To its right is another dark blue button with white text labeled "Send New Code".A dark blue button with white text.



INTERNATIONAL
TRADE
ADMINISTRATION

7

Once verification code is accepted, you will be forwarded to the following screen to create your account.

- Enter **First Name**.
- Enter **Last Name**.
- Enter case sensitive **New Password**, then enter **Confirm Password** with matching password. **Criteria:** 8-16 characters, containing 3 out of 4 of the following: Lowercase characters, uppercase characters, digits (0-9), and one or more of the following symbols: @ # \$ % ^ & * - _ + = [] { } | \ : ' , ! ? / ` ~ " () ; .

Please provide your details to create an account.

First Name

 [What is this?](#)

Last Name

 [What is this?](#)

New Password

 [What is this?](#)

Confirm Password

 [What is this?](#)

8

Click **Create My Account**.