

ABTC 2026 — How to Order a Ticket

4th ASEAN Battery Technology Conference · 19–21 August 2026 · Movenpick Hotel and Convention Center, Sepang, Malaysia

NanoMalaysia Berhad

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1. Welcome

Thank you for registering for the **4th ASEAN Battery Technology Conference (ABTC 2026)**. This manual walks you through the full ticket ordering process — from choosing your ticket type to receiving your QR pass — in seven simple steps.

The conference is held over three days at the Movenpick Hotel and Convention Center, Sepang, Malaysia, with a global cap of 500 attendees.

Registration website: <https://ticket-aseanbatteryev.ml.my/>

2. Before You Start

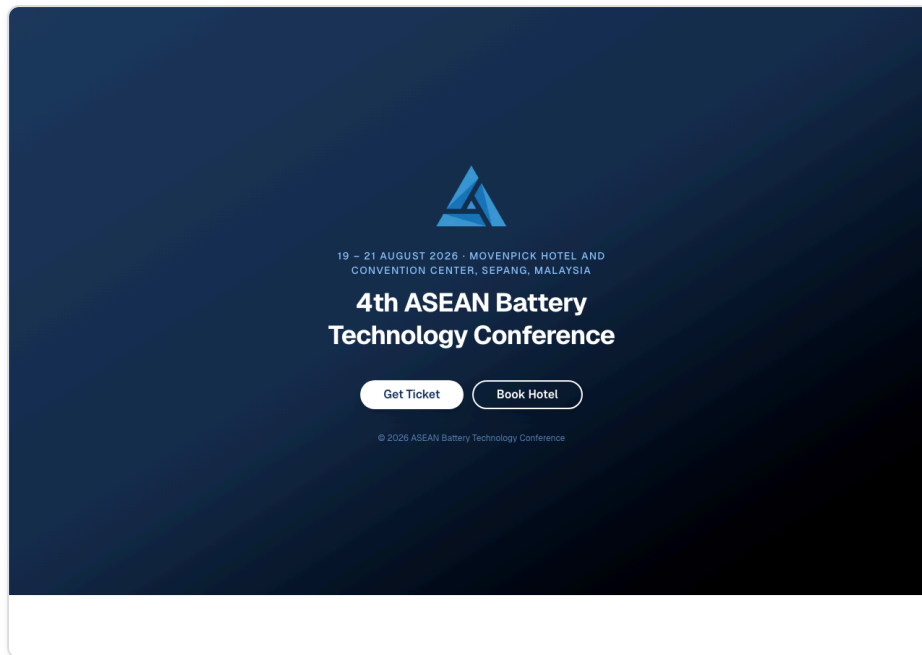
Have the following ready before you begin — registration is faster if these are prepared up front:

- A valid **email address** (ticket and QR pass will be emailed here).
- **IC or Passport number** for each attendee.
- **Organisation name, country, job title** for each attendee.
- **Phone number** with country code (e.g. `+60123456789`).
- Any **dietary restriction** or food allergy information.
- T-shirt size (XS, S, M, L, XL, XXL).
- An **invitation code** — only required if your ticket type is invitation-only.
- A **credit or debit card** — payment is handled securely by Stripe in MYR (Malaysian Ringgit).

You can order multiple tickets in a single transaction. Each ticket must have its own attendee details — duplicate IC/Passport numbers are not allowed.

3. Step 1 — Open the Registration Page

Visit the registration website. You will see the ABTC 2026 landing page.



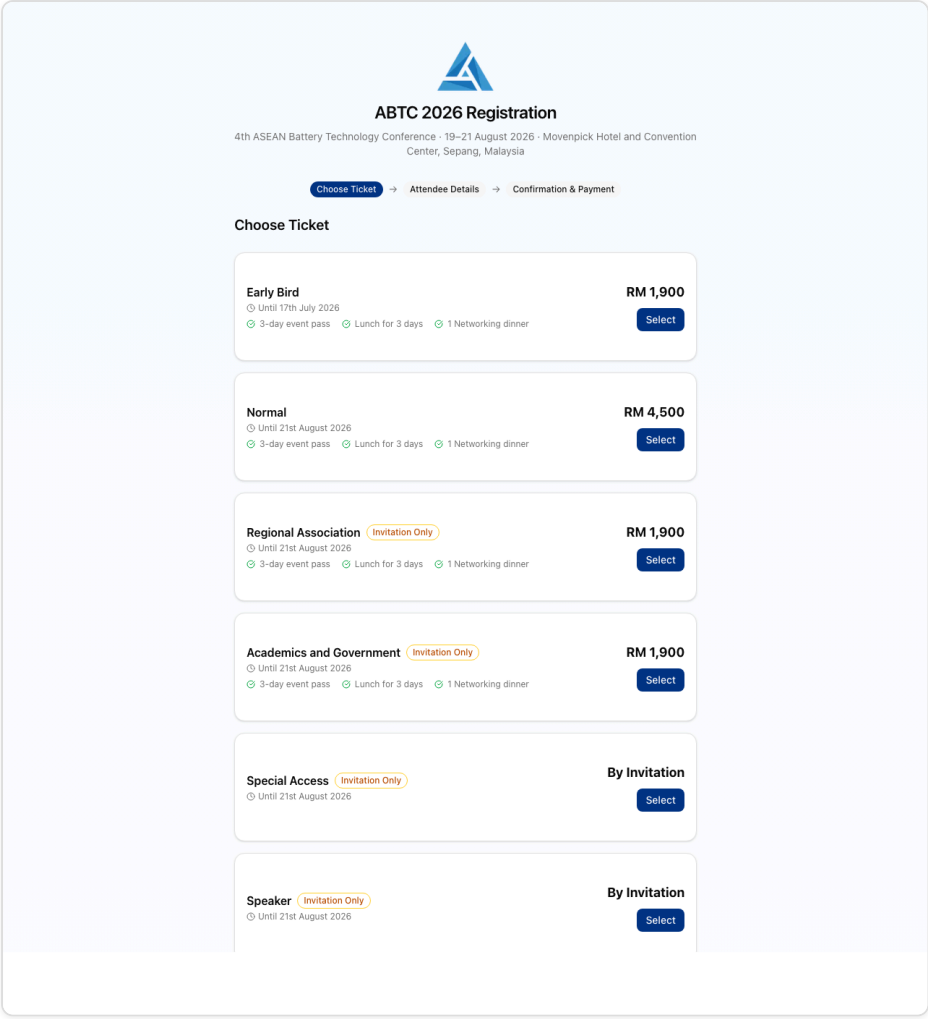
ABTC landing page

Click **Get Ticket** to begin the ordering process.

Tip: If you want to book event accommodation as well, click **Book Hotel** separately after you've completed your ticket order.

4. Step 2 — Choose Your Ticket Type

You will see the ticket selection screen listing all available ticket types, their price, sale deadline, and inclusions.



Ticket selection

Ticket types available

Ticket	Price	Who it's for
Early Bird	RM 1,900	General public (limited-time pricing)
Normal	RM 4,500	General public (standard pricing)
Regional Association	RM 1,900	Regional battery association members (invitation only)
Academics & Government	RM 1,900	Academic / government participants (invitation only)
Special Access	By Invitation	Invited VIPs
Speaker	By Invitation	Invited speakers
Media	By Invitation	Invited press

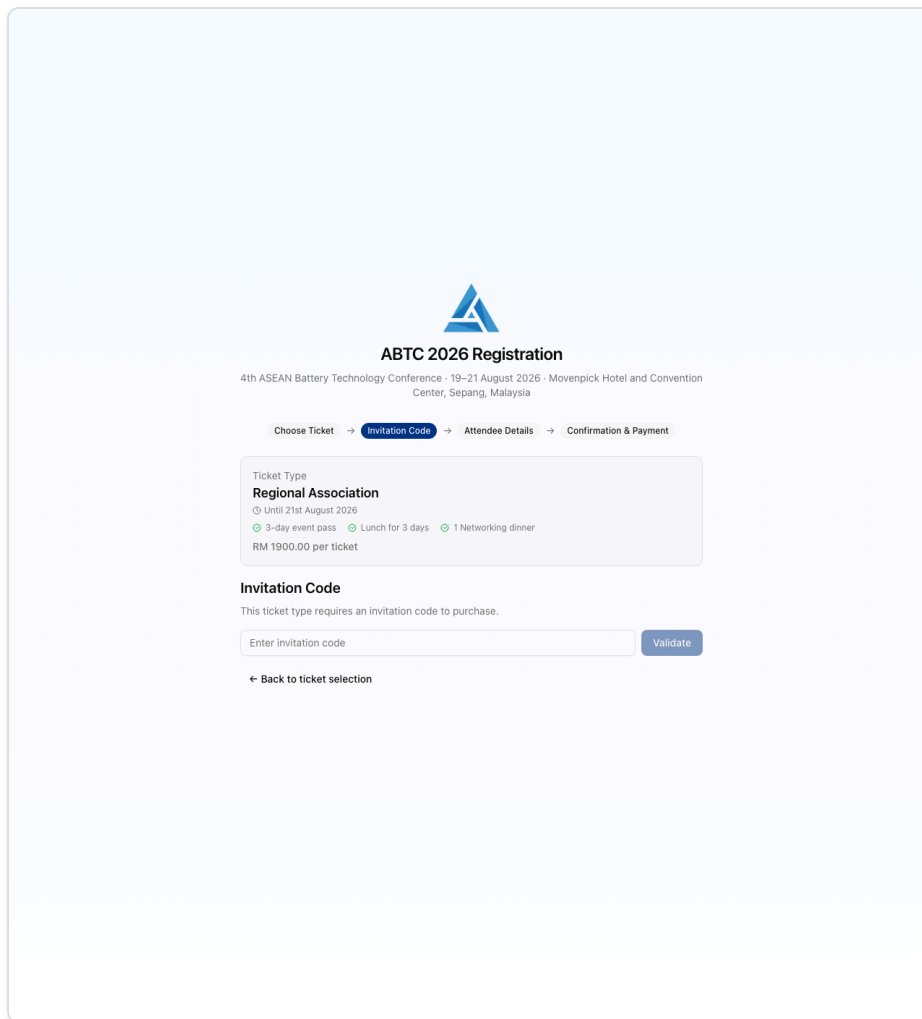
Each ticket includes a **3-day event pass, lunch for 3 days, and 1 networking dinner** (except invitation-only Special Access / Speaker / Media tickets, whose inclusions are confirmed separately with the organiser).

Click **Select** on the ticket you want to purchase.

Note: If a ticket is past its sale deadline or sold out, the **Select** button will be hidden and the card will appear greyed out.

5. Step 3 — Enter Invitation Code (*invitation-only tickets only*)

If you selected an invitation-only ticket (Regional Association, Academics & Government, Special Access, Speaker, or Media), you will be asked to enter the invitation code that was sent to you by the organiser.



Invitation code step

1. Type the code into the **Invitation Code** field exactly as you received it.
2. Click **Validate**.
3. If the code is valid, you'll be taken to the next step automatically.
4. If the code is invalid, expired, or has already been used up to its limit, you'll see an error message. Check the code and try again, or contact the organiser.

Tip: The **← Back to ticket selection** link lets you change your ticket type if you selected the wrong one.

If your ticket type does not require an invitation code, you'll skip this step and go directly to **Attendee Details**.

6. Step 4 — Fill Attendee Details

This is the most detailed step. You will enter **Buyer Information** (the person paying) at the top, and **Attendee Details** for each ticket below.

ABTC 2026 Registration
4th ASEAN Battery Technology Conference - 19-21 August 2026 - Movenpick Hotel and Convention Center, Sepang, Malaysia

Choose Ticket → **Attendee Details** → Confirmation & Payment

Ticket Type
Early Bird
⌚ Until 17th July 2026
🍴 3-day event pass 🍴 Lunch for 3 days 🍷 1 Networking dinner
RM 1900.00 per ticket

Buyer Information

First Name * **Last Name ***

Phone No. * **Email ***

Confirm Email *
Re-enter email

Attendee Details
Please fill in the details for each attendee.

Attendee 1 Same as Buyer
Early Bird — RM 1900.00

Personal Information

First Name * **Last Name ***

ID No. / Passport No. * **Email ***

Phone * **Organisation ***

Country * **Job Title ***

Dietary Requirements

Dietary Restriction * **Food Allergies**

Emergency Contact

Emergency Contact Name **Emergency Contact Phone**

+ Add Another Attendee

Attendee details step

6.1 Buyer Information

Fill in:

- **First Name, Last Name**
- **Phone** (with country code)
- **Email** — the order confirmation and QR ticket go to this address
- **Confirm Email**

The buyer can be the same person as the first attendee, or a different person (e.g. an assistant booking on behalf of a colleague).

6.2 Attendee Details

For every ticket, fill in:

Personal Information

- First Name, Last Name
- ID / Passport No.
- Email (attendee's own email)
- Phone
- Organisation
- Country
- Job Title

Dietary

- Dietary Restriction — choose from: *No restriction, Halal, Vegetarian, Vegan, Gluten-free, Lactose-free, Other.*
- Food Allergies (optional free text, e.g. "peanuts").

T-Shirt

- Choose your size: XS / S / M / L / XL / XXL.

Emergency Contact (optional)

- Contact name and phone number.

Ticket-specific fields

If your ticket is...	You will also see
Regional Association	Association Name (required), Membership Number (optional)
Academics & Government	Institution Type (Academic or Government). If <i>Government</i> , upload a proof-of-affiliation document (PDF / image).
Speaker	Presentation Title, Abstract, Conference Track, Topic, Speaking Format, Short Biography, Profile Photo, Organisation Logo, LinkedIn / Website

6.3 Adding More Attendees

- Click **+ Add Another Attendee** to add more tickets to the same order. A new attendee card will appear.
- The total price at the top updates automatically.
- Click the **X** next to an attendee to remove them (you must keep at least one).

Once every required field is filled, click **Review Order** to continue.

Common errors and how to fix them

- *"Please complete all required fields"* — scroll up; missing fields are highlighted in red.
- *"Duplicate IC / Passport"* — the same IC/Passport number cannot be used twice in the same event.
- *"Invalid email"* — check the format and that both email fields match.

7. Step 5 — Review & Pay

The review screen summarises your order.

What you'll see:

- **Order Summary** — ticket type and quantity.
- **Price breakdown** — ticket subtotal, Stripe processing fee (where applicable), and the final total in MYR.
- **Buyer information** — name, email, phone.
- **Per-attendee details** — everything you entered in the previous step, including dietary, emergency contact, and any speaker/association/institution fields.
- **Cancellation Policy & Terms** — please read carefully.

To complete the order you must:

1. Tick the **I agree to the terms and cancellation policy** checkbox.
2. Click **Pay Now** (for paid tickets) or **Confirm Registration** (for invitation-only free tickets).

If anything needs correcting, click **← Back** to return to the attendee step without losing your data.

8. Step 6 — Secure Payment (Stripe)

For paid tickets, you will be redirected to **Stripe Checkout** — a PCI-compliant, encrypted payment page hosted entirely by Stripe.

On the Stripe page:

1. Enter your card details (Visa, Mastercard, or any Stripe-supported method).
2. Confirm the amount in **MYR**.
3. If your bank requires 3D Secure (OTP), complete the step when prompted.
4. Click **Pay**.

After successful payment, you will be redirected back to the confirmation page automatically.

Important:

- Do not close the browser tab until you see the **Registration Confirmed** screen.
- Your ticket is only issued after Stripe confirms payment via a secure webhook — this usually happens within seconds.
- If the page shows **Payment Pending** for more than 2 minutes, refresh the page. If it still says pending, contact the organiser with your order email.

For invitation-only free tickets, there is no payment step — your confirmation is issued immediately.

9. Step 7 — Confirmation & QR Ticket

Once payment is confirmed, you'll see the **Registration Confirmed** page with:

- A green checkmark and confirmation number.
- A summary of your order.
- One **QR-coded ticket card** per attendee.
- A **Download / Print Tickets** button.

At the same time, a confirmation email is sent to the **buyer's email address** with the same information.

Placeholder — live screenshots of the confirmation and QR card will be added once a live paid order is available on the production system.

9.1 Downloading / Printing Your Ticket

Click **Download / Print Tickets** on the confirmation page. This opens a printable view where you can:

- **Print** — use your browser's Print dialog (**Ctrl + P** / **Cmd + P**) to print a hard copy.
- **Save as PDF** — in the Print dialog, choose *Save as PDF* as the destination to keep a digital copy on your phone or computer.

You can return to this page at any time via the link in the confirmation email.

9.2 What if I didn't receive the email?

- Check your **spam / junk folder**.
- Confirm the email address you used at checkout was correct — if not, contact the organiser to update it and resend the ticket.
- The organiser can **resend the receipt** from the admin panel on request.

10. On Event Day — Check-in

1. Arrive at the registration counter at the Movenpick Hotel and Convention Center.
2. Present your **QR ticket** — either on your phone (from the email or PDF) or as a printed copy.
3. Event staff will scan the QR code to check you in.
4. Each QR ticket can be used **once per attendee** — do not share your QR with anyone else.
5. Once checked in, you'll be issued your conference badge and lanyard.

Security note: The QR code is a signed token linked to the attendee. It does not expose any personal database IDs, and duplicate scans are automatically rejected.

11. Frequently Asked Questions

Q. Can I buy multiple tickets for my team in one order? Yes. On the Attendee Details step, click **+ Add Another Attendee** for each extra ticket. You only pay once.

Q. Can I change attendee details after paying? For name corrections or email updates, contact the organiser — they can update the record and resend your QR ticket.

Q. Can I get a refund? Refund eligibility follows the **Cancellation Policy** displayed on the review screen. Approved refunds are processed through Stripe back to the original card.

Q. Does the early bird price apply after 17 July 2026? No. After the Early Bird sale end date, only the Normal ticket will be available.

Q. I have an invitation code but the system says “invalid”. Check for:

- Extra spaces at the start or end.
- Whether the code is case-sensitive (type it exactly as provided).
- Whether the code’s usage limit has been reached.

If the code still fails, contact the organiser with the email address the code was sent to.

Q. Can I book a hotel at the same time? Hotel booking is a separate flow, available from the **Book Hotel** button on the landing page. It does not share attendee data with ticket orders.

12. Support

If you run into any issue during registration, contact the organising committee with:

- Your **buyer email address**.
- The **ticket type** you attempted to buy.
- A screenshot of the error message (if any).

We’ll get back to you within one business day.

— *End of manual* —