



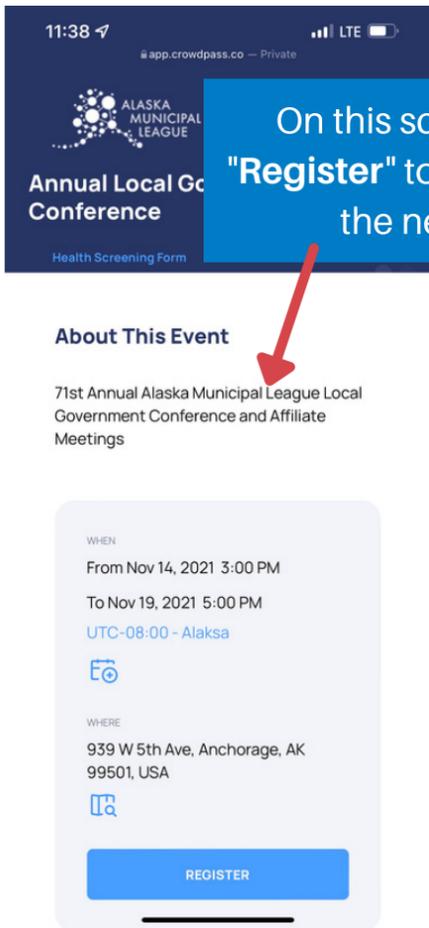
QR Code

How to: Upload Proof of Vaccination or Negative Test Results to CrowdPass

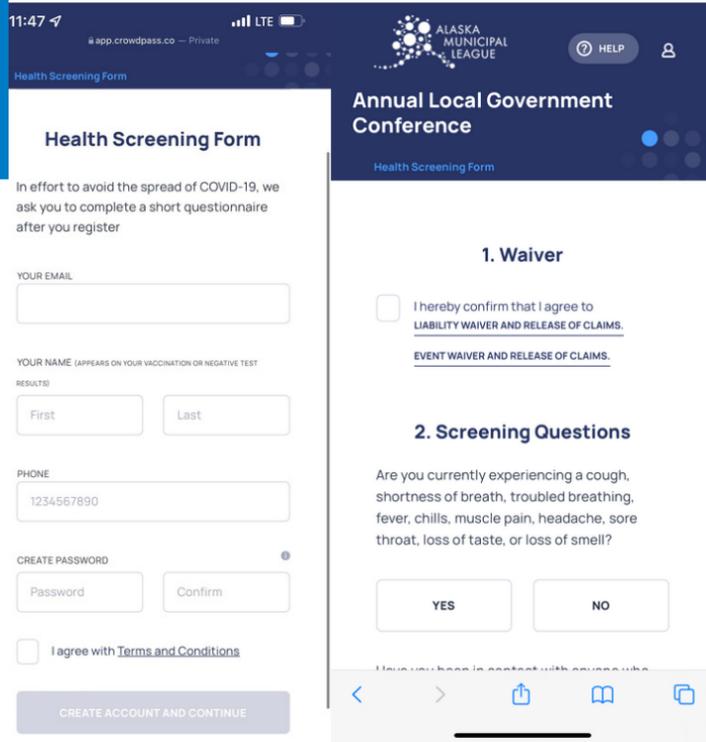
Use the following as a guide to upload your proof of vaccination to Crowdpass, the HIPAA-compliant health screening system that AML is utilizing for the Annual Conference. It is easiest to do from a smartphone but can be done from a computer or tablet, too. *If you have questions or need assistance, please contact Angela Engelkes at angela@akml.org.*

***Please complete this within 72 hours prior to your attendance**

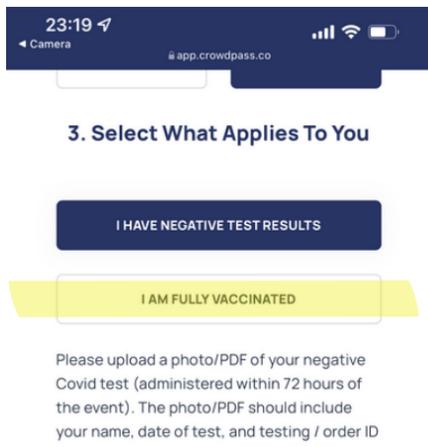
1 Scan the QR code to be directed to the Crowdpass Website or go to app.crowdpass.co/auth/2697



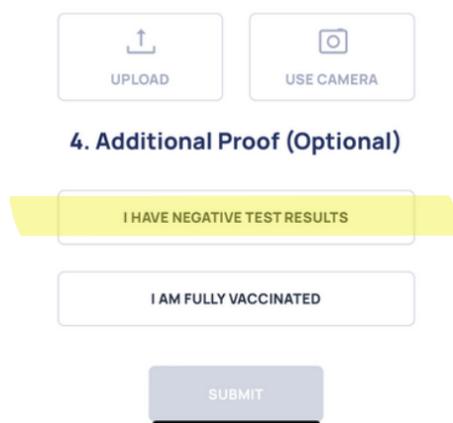
2 Register on CrowdPass using your email, name, phone number and password. Only one person/account can be used per email address. Proceed to waiver and screening questions.



3 If you are fully vaccinated, select **"I AM FULLY VACCINATED."** You will be prompted to either upload a photo of your vaccination card or you can use the camera on your smartphone to take a photo.



If you are not fully vaccinated, select **"I HAVE NEGATIVE TEST RESULTS."** You will be prompted to either upload a photo or PDF of your negative test results or you can use the camera on your smartphone to take a photo.



4 A preview of your upload will show up. Press **submit** to send to CrowdPass. A confirmation screen will appear. Your results have been securely sent to CrowdPass. AML staff will not have access to your health data.



Thank you!



Please take a screenshot of your QR code to be able to access event. You can scan it to see your status or access this link app.crowdpass.co/host/check/272352/2697

We'll send you an email as soon as we finish. Results will be received within 24 - 48 hours.

Keep your QR code handy. We'll scan it at the registration table to verify completion of the health screening.

If you receive an email from Crowdpass that questions your upload – don't worry! It's easy to address and we'll help you. AML staff will be available to assist at registration if you were unable to complete the process ahead of time.

5 24-48 hours after submission, you will receive an email with an **approval, additional screening needed or option to re-upload results.**



Approved!

Please show this QR-code at the entrance.



Not seeing QR Code? Show blocked content in email settings or open [QR Code Link](#) and download

Warning!

Hi Portland Highbaugh, you need additional screening



To update your submission, please login to your account and click edit on the corresponding event to

CrowdPass Support
To: prhighbaugh@gmail.com

Rejecting A Submission

Hello

We've reviewed your health form submission for the TEST Annual Conference. Unfortunately, we cannot approve your submission because the uploaded document seems to be sent by mistake or missing important information.

Please double-check your previous submission and if you can re-upload proof of your vaccination record, or a negative PCR COVID test (administered within 72 hours of the event), or rapid Covid test (administered within 6 hours of the event), we will approve the new valid submission.

You can log back into your CrowdPass account using your Gmail. Either through the same link in the email you received or through this link <https://app.crowdpass.co/signin> (Please select "Attendee" tab)

And click on "EDIT" to re-upload your document.

If that doesn't work, feel free to send your vaccination card to support@crowdpass.co

Thank you for your time and cooperation!