




What is Indico?

Indico is the new way to register for conferences and meetings at UN Headquarters in New York.

Get started with Indico in three easy steps:



1. Create your account

 Have your passport at hand while filling out the form. Your personal information must match the details in your passport or identification document.

1. Go to Indico at <https://reg.unog.ch/>
2. Click on *Login* in the upper right corner
3. Click the *Create a New Account* button
4. Fill in your personal information on the form
5. Click on *Confirm* to submit your profile information



2. Activate your account

1. You will receive an automated email from the system confirming your account and asking you to activate it
2. Once you click on the *Activation Link* in the email, your account will be activated and you will be able to register for events open to representatives of your NGO



3. Register for events

Find the event's page in [Indico](#) – you can click on the direct link provided by the event organizer or use the search in the upper right corner of the page

1. Log in to [Indico](#) using the credentials you created in Step 1
2. Click the *Register Now* button

3. Verify your personal details and fill in any additional required information
4. Under *Representation Type*, select *NGO (Non Governmental Organisation)*
5. Start typing the name of your organisation, and select it from the list that appears†
6. Click the *Register* button to submit your request

You will receive an email notification when your registration has been approved.

† If the name of your organisation does not appear and you cannot complete your registration, your organisation may not have the required accreditation to participate. Please review the modalities of participation and contact the conference manager or accrediting entity with any questions.

Please note that participation by civil society representatives in United Nations meetings and conferences is governed by the modalities of each event. **Registration in Indico does not guarantee participation in any specific event.** The United Nations reserves the right to deny participation to any organisation or individual at any time.