

# Download the LeadCapture App

## 1. Download the LeadCapture app on your device

*If you rented a scanner, the app is already installed and ready for pickup onsite. Contact your event planner for the onsite LeadCapture pickup location.*

## 2. Enter your access code from your email

*(If you never received one, tap **I don't have an access code** or ask your Exhibitor Admin to look it up).*

*If you are using your own phone/tablet and you have not received your license activation code please reach out to your LeadCapture Administrator.*

## 3. Select "Add Lead" and begin scanning

*If the lead isn't wearing a badge, add their information by tapping **Add Lead**. Then tap **Camera** at the bottom of the device to open more input method options. Tap **Enter Manually**.*

For additional information you can reach out to Customer Care  
U.S and Canada: (866.318.4357), select 1, then select 7

Use the QR Codes to access LeadCapture from either  
App Store or Google Play.

