



Registration for Badges

Rev 0

This section includes descriptions and registration forms for exhibitor badges.

<u>Subject</u>	<u>Form</u>	<u>Due Dates</u>
Exhibitor Booth Personnel Badges	Badges (on-line)	October 25, 2019

<https://www.badgeguys.com/reg/2019/itc/exhibitor.aspx>

Admits bearer into the exhibit hall during restricted and regular hours. (See Guidelines)		
Exhibitor Full Conference Badge (1) Admits bearer to the technical sessions and exhibit hall during restricted and regular hours.	Complimentary	October 25, 2019
Installation & Dismantle Badge Admits bearer to the exhibit hall during set-up and dismantle only.	Located in the Exhibitor Appointed Contractor section	October 25, 2019

Badges

Please note the guidelines below for Exhibitor Registration and Badge requests. We encourage advance planning, as it will facilitate our handling of your staff names and will keep long lines and confusion to a minimum at the Conference.

Guidelines:

Exhibitor Booth Personnel Badges (Maximum of 20)

Exhibiting companies must supply a list of names requiring Exhibiting company badges to the link below:

<https://www.badgeguys.com/reg/2019/itc/exhibitor.aspx>

Badges will be printed onsite at the Exhibitor Registration counter. Badges may be picked up in bulk or by each individual. Once badges are picked up individually, or in bulk, no corrections, substitutions, or replacements will be accepted.

If a member of the exhibiting booth staff is also registering for Conference attendance, (not to be mistaken with the Complimentary Conference Registration Badge) it is not necessary to also have an exhibitor booth personnel badge.



Complimentary Conference Registration Badge

As part of your exhibit space rental, each company will receive one Exhibitor Full-Conference Registrations. The badge will admit bearer into exhibit hall during restricted hours and to the Full Conference (NOT Tutorials and Workshops). These complimentary registrations includes copies of the current ITC Proceedings and other ITC promotional materials, which must be picked up at the Exhibitor Registration counter or other designated areas. This registration is a benefit to your company and we urge you to take advantage of it.

Installation and Dismantle Badge

Badges are available onsite at the Exhibit Registration counter during set-up and for one hours after the exhibit closes. The badge should be used for your exhibit house, EAC, or any other individual who will not be required in the booth during exhibit hours. These badges are free and will not be valid once the exhibit opens. Be sure your company support staff has an exhibitor badge if entrance into the hall is necessary after the installation period. The form for the Installation and Dismantle Badge is located in the Exhibitor-appointed Contractor section of this manual.

For restricted entrance into the exhibit hall, refer to the preceding page for explanation of the above badge categories.