EXHIBITOR REGISTRATION

COMPLIMENTARY BADGE ALLOTMENT

Exhibitor Delegate - Three (3) per 10x10 booth space
Exhibitor delegate badges allow access to full conference activities. Exhibitors wearing these badges will gain admittance to all sessions. In addition, the exhibitor delegate badges permit access to the exhibit hall during installation, show hours and dismantling.
- Additional Exhibitor Delegate badges may be purchased for $795.00/each.

Exhibitor Booth Staff – Exhibitor staff badges are for the exclusive use of exhibit booth staff. These badges allow access to the exhibit hall during installation, show hours and dismantling. Exhibitor booth staff badges provide access to activities on the EXPO floor ONLY. Company personnel requiring admittance to the sessions in addition to, or rather than staffing the booth, must register as exhibitor delegate participants by using the allotted complimentary full conference registration or paying the appropriate delegate registration fee.
- Exhibitor Booth Staff badges may be purchased for $300.00/each.

NOTE: Individuals can only have ONE badge type. NRF does not allow exhibitors to have more than one badge per person. Sharing of badges is NOT allowed.

REGISTER ON-LINE AND MANAGE YOUR ALLOTMENT

Deadline: May 28
The NRF PROTECT on-line exhibitor registration allows exhibitors to control the registration process and ensure that badge requests are processed accurately.

Visit the Exhibitor Resource Center and log-in using the password you have been given. If you have lost or forgotten your password, please email Willian Parker at parkerw@nrf.com. Once logged-in, locate the Exhibitor Registration link to begin registering staff. NEW! All personnel must be entered by May 28, 2019. After this date, registrants may come to any full-service registration counter to be added or make changes.

On-line registration will allow exhibitors to add, modify, delete, substitute, and purchase additional registrations.

Badges are not mailed in advance. You will receive a bar-coded confirmation for each registration. Bring this bar-coded confirmation with you to be scanned at one of the Scan and Go Registration counters. Each person must present a government issued photo ID to pick up his or her own badge. Due to enhanced security measures, bulk badge pick-up and/or picking up badges for others is not permitted.
For questions regarding exhibitor registration, please contact our registration company, Experient at 800-974-9069 or 847-996-5898. Experient can also be reached via email on NRFPROTECTEXH@Experient-inc.com

**EXHIBITOR REGISTRATION HOURS:**

As of February 2018. Subject to change. Please check the event site and/or the NRF mobile app for the most up to date registration information.

- **Tuesday, June 11**
  - 9:00 am – 7:00 pm
- **Wednesday, June 12**
  - 7:00 am – 4:00 pm
- **Thursday, June 13**
  - 7:00 am – 4:00 pm

**BADGE POLICY**

The *Company Name* on the badge will be printed exactly as the company name appears on your contract. NRF will not allow any variations of your company name to appear on the badge. Badges must be worn at all times and are not to be obscured by business cards or other items. Badges are not interchangeable and are only to be used by the person to whom they are issued. Badges remain the property of NRF and must be relinquished upon request from NRF Show Management or security personnel.

**BADGE CANCELLATIONS**

Registrations will automatically be cancelled for any exhibitor who cancels booth space. If you wish to cancel additional paid registrations (those registrations that required payment as a result of exceeding the number of allotted complimentary registrations), cancellations must be received in writing by May 29, 2019, regardless of when the registration is received. Substitutions may be made at any time, as long as the original registrants has not picked up his or her badge. Please send name changes to NRFPROTECTEXH@Experient-inc.com.

**LOST BADGES**

Lost badge replacements and reprints are subject to a fee that is 100% of the value of the original fee paid. Complimentary badges are subject to a $300 re-print fee. Badge reprint fees are non-refundable.