



Las Vegas Convention Center, Las Vegas, Nevada
Exhibit Days: November 1 – 4, 2011
Education Days: October 31 – November 4, 2011

EXHIBITOR REGISTRATION

Deadline to Register and Receive Badges in the Mail:

- **International Exhibitors: September 23**
- **U.S. Exhibitors: October 14**

Exhibitors must register company personnel only. Do not register non-employees under any conditions. Company attorneys may be registered as employees. Additional badges required over the allotment are \$25 per badge.

Your company will receive badges based on the size of the exhibit space. Refer to the chart below for the allotment.

ALLOTMENT INFORMATION

BOOTH SIZE (square feet)	ALLOTMENT
100-150	4
200-250	6
300-350	8
400-550	15
600-850	20
900-1150	25
1,200 and up	30 + 1 per 100 square feet over 1,200

Register online at www.SEMAShow.com

It's easy! On or about July 5, the exhibitor contact entered on your company's Exhibit Space Rental Agreement will receive an e-mail with the company password and badge allotment. Log-on to www.SEMAShow.com, and select Exhibitor Registration.

Each registrant must provide their own e-mail address in order to complete the registration. A confirmation will be sent to each individual e-mail address and will require the registrant to confirm receipt in order to receive badges in the mail. **(Badges will not be mailed to exhibit contracts for registrants who do not confirm their own e-mail address.)**

Badge Mailing

International badges will be mailed to the contact person if registration is received online or via fax or mail by September 23. U.S. badges will be mailed to the contact person if registration is received online or via fax or mail no later than October 11. Registration forms received after these dates will be processed, and badges will be held for pickup at the Exhibitor Registration Desk at the Show. Online registration closes Thursday, November 3. After November 3, everyone must register on-site.

I did not get a password. E-mail Cassandra Stock at cstock@ConvExx.com, and the password will be e-mailed to the company contact.

I do not know how many registrations we have already used. Once you have registered on www.SEMAShow.com, the system will tell you exactly how many badges are allotted to your company and how many have been used.

Is there a limit to how many badges my company can purchase? No, but we believe your allotment should cover all your booth personnel. If you need additional badges, the cost is \$25.



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What if I want to send a check with my registrations instead of using the Internet? Call 702/450-7662, ext. 120 or e-mail cstock@ConvExx.com and ask to have a form sent to you.

What if I need to change a person's name? Changes to personnel can be made online at www.SEMAShow.com (until the badges are mailed). Call Registration Customer Service at 866/229-3687 or 708/486-0700 or e-mail aapexsema@compusystems.com. Once mailed, changes must be made on-site.