



BADGE PICK-UP PROCESS

Exhibitor Registration is located at Orange County Convention Center in

West Building, Level 1, Lobby A
West Building Level 2, Lobby D
West Building, Westwood Lobby

Badge Distribution:

- Have a bar code sent to primary contact that will enable you to print the badges of your staff onsite at the exhibitor onsite contact registration counter
- Have a bar code sent individually to each of the staff allowing them to print their badges at an exhibitor self service kiosk onsite (*email address must be collected at time of registering in order for bar code to be individually emailed*)

24-Hour Badges

- Provided to exhibit staff **only** requiring 24-hour access to your booth when you register for your badge online
- After hour access with a 24-hour badge will require:
 - Entrance through the designated security entrance
 - Must be requested by checking the appropriate 24-hour box on the registration form

CLIENT BADGES

Exhibitors may register their clients online. Login to the exhibitor registration site to either send a link to your client to register them or you can register them.

Client Badges have the following options for badge distribution:

- A bar code sent individually to each of the clients allowing them to print the badge at a self-service kiosk onsite (*email address must be collected at time of registering in order for bar code to be individually emailed*)

FULL CONFERENCE BADGES

Use your full conference badges for your elite staff (CEO, VP etc) to get them access to the full conference and also access onto the exhibit floor. Register for your full conference badges through the exhibitor registration site.

Full conference badges have the following options for badge distribution:

- Have a bar code sent to you that will enable you to print the badges onsite at the exhibitor onsite contact registration counter
- Have a bar code sent individually allowing them to print the badges at the exhibitor self service kiosk onsite (*email address must be collected at time of registering in order for bar code to be individually emailed*)

TECHNICAL BADGES (Wristbands) REQUIRED FOR ALL I&D LABOR (Tuesday, March 3 – Monday, March 9)

- These badges, which are wristbands, may be obtained in the dock area and at all entrance and exit doors in the exhibit hall of the convention center
- Provided for Installation and Dismantle (I&D) Labor staff your booth
- For use during move-in only
- Access is not allowed during the exhibit show hours, or to any sessions
- Available to Exhibitor Appointed Contractors (EACs) and technical personnel
- Must be worn with an exhibiting company or I&D company identification during move-in.