



March 18-20, 2022
NJ Convention & Exposition Center
Edison, New Jersey

-EXHIBITOR CREDENTIALS

Badges will be picked up at the show. Badge allotment is determined by the company's total square footage of contracted exhibit space.

For questions, please contact Sara Hege - sara@sportshows.com, 603-276-4111 x2

A \$10 reprint fee will be assessed for lost badges

Reminder—Enhanced Security Protocol

Anyone using an exhibitor badge to enter the show site will be required to present government-issued identification (ID) along with their badge. This will enhance show security and:

- Ensure only authorized personnel have access to the show outside of show hours
- Protect exhibitor's products and displays
- Husbands, wives, children, friends and clients are not eligible to use exhibitor badges to gain admission to the show. Any violation of this regulation will mean automatic forfeiture of exhibit space.

Our credential allotment policy is:

- 199 Sq. Ft. or less = 6 Credentials
- 200 – 399 Sq. Ft. = 10 Credentials
- 400 – 2000 Sq. Ft. = 15 Credentials
- 2001 – 3500 Sq. Ft. = 20 Credentials
- 3501 – 5000 Sq. Ft. = 25 Credentials

To ensure quick entry when you arrive, please make sure to register your team for their badges no later than March 11th. Instructions are below.

Badges will be picked up at the registration desk in the lobby on site. We will not be mailing them. Pre-registering will save you significant time (and headaches) on site.

TO REGISTER YOUR BADGES:

- Login to your exhibitor portal - [CLICK HERE](#)
- You may have contacts available in the list, choose from the dropdown to register an existing contact.
- To enter a new badge, scroll down to Add Badges and enter required fields; ensure spelling is accurate as extra time will be needed on site to change.
- Click Add Badge
- You should see this name appear at the top of the screen now.
- Continue until you've registered all participants.

You can access this page any time to register new members of your team. Additional badges that exceed your allotment are available for \$10 each. Lost badges that need to be replaced will be \$10 each.

We cannot stress the importance of pre-registering your team enough. This will help ensure a great start to the event!

For questions or assistance please contact Sara Hege; sara@sportshows.com or by phone; 603-276-4111 – ext 2