



Exhibitor Badge Registration

Register your booth staff through the link in your Exhibitor Portal, using the staff promo code provided to you in your welcome letter. Each company receives 5 complimentary exhibitor badges per 10' x 10' (100 sq. ft.) of booth space. Exhibitors with tables instead of booths will receive 3 staff badges. Additional badges are \$25 per person. Each person will need to register individually with their e-mail address. Online Exhibitor Badge Pre-Registration **closes Friday, August 14, 2020.**

If you have not pre-registered, you must register onsite during move-in days before you will be granted access to the show floor. Please follow these key points when completing your badge order:

- One badge per person; badges must be worn at all times.
- Badges are only for employees scheduled to work your booth or deliver supplies.
- Badge holders and lanyards will be available onsite at Exhibitor Registration.

ONSITE REGISTRATION

Onsite Exhibitor Registration will be available in the Main Lobby outside Exhibit Hall A.
Friday, August 14, 2020 8:00 a.m. – 5:00 p.m. through
Monday, August 17, 2020 8:00 a.m. – 4:00 p.m.

2020 SHOW POLICIES

1. **No one under the age of 16 will be admitted into the TRA Marketplace during show hours (including infants and toddlers).** This rule is strictly enforced and applies to both attendees and exhibitors.
2. Rolling carts, wheeled bags and luggage carts will not be allowed in the exhibit hall during show hours.
3. Anyone who is observed to be soliciting business in the aisles or other public places in the convention center will be asked to leave.
4. TRA Marketplace is a trade event and is NOT open to the public. You must be directly involved in the foodservice industry to attend.
5. By attending TRA Marketplace you consent to the use of your image and/or name by the Texas Restaurant Association on marketing materials and any registered publishing, broadcast and cable media without charge or obligation.

FAILURE TO COMPLY WITH SHOW POLICIES WILL RESULT IN EXPULSION FROM THE SHOW AND FORFEITURE OF BADGE AND MONIES PAID.



Program & Directory Listing

The 2020 TRA Marketplace Program & Directory provides attendees with an alphabetical listing of exhibitors, including booth location and exhibitors by product category.

This directory is the “Yellow Pages” for attendees who are shopping for the latest products and services, year-round. It is the main reference for follow-up after the show.

Each exhibitor listing includes 10 FREE category listings per 10x10 booth.

You don't want to be left out – complete your Program & Directory listing today by logging into your Exhibitor Portal.

DEADLINE: July 1, 2020



DIRECTIONS FOR COMPLETING YOUR LISTING:

1. Go to the [Exhibitor Portal](#)
2. Your Booth Confirmation email contains your password. Please contact expoinfo@txrestaurant.org for assistance.
3. In your Exhibitor Dashboard, click "Edit Booth Info".
4. Verify your company information.
5. Upload your company logo, enter your profile welcome message (online), print profile (Program & Directory Listing) and online profile (online).
6. Select the categories your company, products or services fall into.
7. Click the Save button at the bottom of the page to complete your listing.