

## **Program & Directory Listing**

The 2019 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:** May 31, 2019

NOTE: Only the exhibitor contact (individual who signed the booth contract) can update your company's exhibitor information.



## DIRECTIONS FOR COMPLETING YOUR LISTING:

- 1. Go to the Exhibitor Portal
- 2. Your Booth Confirmation email contains your password. Please contact <u>expoinfo@tramail.org</u> 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.

For more information, contact the TRA Marketplace Department at 800.395.2872 or email expoinfo@tramail.org.