



**Fall 2013 Convention & EXPO**  
Gaylord Palms Resort  
Kissimmee, Florida  
Conference: September 23-26, 2013  
**EXPO: September 23-25, 2013**

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**Exhibitor Registration:**

Only employees of exhibiting companies may register as exhibitors in order to utilize exhibit hall badges. Booth personnel will have access to the exhibit hall and functions within the exhibit hall only.

The **Key Contact Person** listed on the submitted Exhibit Space Application will receive registration information via email. Registration questions can be addressed to Rick Ardalan at [rardalan@comptel.org](mailto:rardalan@comptel.org) or 202-296-6650.

Advanced registration **must be completed by Thursday, September 19, 2013. Registration will be done online.** The exhibit contact person will receive instructions via email on how to register personnel. The exhibit contact person is the person who submitted the Exhibit Space Application to Corcoran Expositions.

The link to online exhibitor registration is: <https://comptel.expotracker.net/index.aspx>

When filing out the registration form, choose the **'Exhibitor'** option rather than 'Member' or 'Nonmember'.

Telephone registrations are NOT accepted. Please contact Rick Ardalan at [rardalan@comptel.org](mailto:rardalan@comptel.org) or 202-296-6650 for more assistance.

**Exhibit Hall Access:**

Exhibitors have access to the trade show floor one hour before the trade show opens and one half hour after the exhibit hall closes. No one will be permitted on the trade show floor without proper credentials.

**Hotel Reservations:**

COMPTTEL has reserved a block of rooms at the Gaylord Palms Resort.

Gaylord Palms Resort  
6000 W Osceola Pkwy  
Kissimmee, FL 34746

To make reservations you may either call 407-586-2000 or visit [www.comptelplus.org/hotel](http://www.comptelplus.org/hotel)

The COMPTTEL discounted group rate is \$235 per night plus tax and fees.

**Note:** Any group requiring 10 or more sleeping rooms at the Gaylord Palms Resort will be required to comply with specific terms and conditions stated on the COMPTTEL Room Block Agreement. A limited number of meeting rooms for exhibitors, sponsors and members are also available at the hotel. To make arrangements for suites, blocks of rooms or meeting space, please contact Amy Smith, COMPTTEL, at [asmith@comptel.org](mailto:asmith@comptel.org) or 202-296-6650.