

2018 ASQ World Conference on Quality and Improvement – Exhibitor/Sponsor Registration

Exhibit/Sponsor registration and Lead Retrieval for your organization is handled by ASQ partner, Showcare Event Solutions. Any individuals who will be staffing your exhibit booth must register through the link below. *The purchase of exhibit space does not automatically register you or your staff for your exhibit/sponsor badge.*

Exhibit/Sponsor Registration Options:

1. Full Conference “Complimentary” Package Registration - \$0

a. For each **10x10 booth purchased**, your organization receives **one (1) full complimentary conference registration**. This badge includes one (1) lunch ticket each for both Monday and Tuesday; as well as one (1) Tuesday evening reception ticket. Your complimentary conference registration also allows you access to all technical sessions of the conference. All individuals that are using their complimentary registration must register for the exhibit hall, **No One is “pre-registered”**.

2. Exhibit Booth Package Registration (Booth Staff) - \$0

a. All exhibit booth staff are required to register for access to the exhibit hall. Companies may register as many staff personnel as needed to cover your booth over the course of the exhibit hall hours. These individuals are **NOT** considered attendees of the conference and are unable to attend the technical sessions and do not receive the lunch or reception tickets. You will have the ability to purchase these tickets as an “add on” product for each individual registering as Exhibit Booth Staff.

i. Monday or Tuesday lunch tickets: \$40 each

ii. Tuesday reception ticket: \$65 each

3. Discounted Exhibit/Sponsor Registration (Full Conference Package) - \$895

a. Do you have members in your organization that would like to attend the conference? As an exhibitor/sponsor of the 2018 World Conference on Quality and Improvement, ASQ offers a discounted rate of \$895/person to all companies for the full conference package. This badge registration includes one (1) lunch ticket each for Monday and Tuesday; as well as one (1) Tuesday evening reception ticket.

Note: If you are a recent exhibitor (have signed your contract within the past few days); please allow approximately 7-days for Showcare to download and process your information into the system.

*Badges for each registration option above will be available for pick up at the Exhibit Registration counter during identified Registration hours. ***Please do not use the self-check in kiosk, you will not receive your ribbon and work pass for entry at that location.***

All Exhibit/Sponsor registrations must be completed by Friday, April 6, 2018

Have registration questions? Contact Daren Miller (dmiller@asq.org) x2206, or Dan Dougherty (ddougherty@asq.org) x2135 at ASQ

2018 ASQ World Conference Exhibitor/Sponsor Registration



[EXHIBIT BADGE REGISTRATION – CLICK HERE](#)



You will be required to enter a password (**W1C8SEAS**) to complete the exhibit registration process. All exhibiting/sponsoring companies are using the same password to register, this password is not case sensitive.

Help with registration steps can be found on the following pages.

Exhibit Set-up Hours

Friday, April 27 / Noon – 4:30 p.m.
Saturday, April 28 / Noon – 5:00 p.m.
Sunday, April 29 / 8:00 a.m. – 4:00 p.m.

Exhibit Show Hours

Sunday, April 29 / 6:30 p.m. – 8:30 p.m.
Monday, April 30 / 9:00 a.m. – 5:00 p.m.
Tuesday, May 1 / 9:00 a.m. – 4:00 p.m.

Exhibit Dismantle Hours

Tuesday, May 1 / 4:00 p.m. – 8:00 p.m.
Wednesday, May 2 / 8:00 a.m. – Noon

2018 ASQ World Conference on Quality and Improvement – Exhibitor/Sponsor Registration Steps

Easy steps to register your team!

1. Log in by following the [URL](#) and selecting your company from the drop-down list, insert your password and press the **Log in** button



EXHIBITOR REGISTRATION

To Login, please select your company from the dropdown and enter the last name of primary booth contact.

Exhibiting Company Name

Password

Log in

2. Your Company Overview page will open up after you Log-In. This page contains the exhibit/sponsor company address (1) – your company exhibit contact person and email (2) – Your current registration summary (showing your badge allotments, any purchased badges, complimentary badges, and staff badges (3) – Financial Information if you added on any extra meal tickets, reception tickets, or a discounted badge order (4). In order to register, press the add/edit registration button to go onto the next page.

COMPANY OVERVIEW

COMPANY PROFILE

Company Address **1**

MAIN CONTACT INFORMATION

Contact Name Telephone Email **2**

GROUP CORRESPONDENCE

To send yourself a group confirmation, listing your booth staff, enter your email address and click on the "send correspondence" button.

Name

Address

Send Group Confirmation

ADD / EDIT REGISTRATIONS

Your company has the following allotments. Please click the "Add/Edit Registrations" button above below to register/modify staff.

Exhibit Booth Registration	
Maximum	20
Currently Registered	0
Available	20

Full Conference Package - Complimentary	
Maximum	2
Currently Registered	0
Available	2

Full Conference Package - Paid	
Maximum	20
Currently Registered	0
Available	20

FINANCIAL SUMMARY

Total Due (including Individual Balances):	\$0.00
Total Paid by Individuals:	\$0.00
Total Paid by Company:	\$0.00
Balance (including Individual Balances):	\$0.00

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CHECKOUT / PROCESS PAYMENT

Lead Retrieval

showlead
LEAD RETRIEVAL UNIT RENTALS

ORDER NOW!
CLICK HERE

Order before April 7 2017 to receive Early Bird pricing!

3. When you have reached your company badge registration page, you will notice another view from the previous screen (Registration Summary – (3)) providing you a glimpse of your company allotments, and what is still left. You'll want to look to the "Add" button in that section under the heading "Add/Edit Booth Registrations" to begin the process of adding staff.

BADGE ALLOTMENT SUMMARY	FINANCIAL SUMMARY
Exhibit Booth Registration	Total Due (including Individual Balances): \$0.00
Maximum 20	Total Paid by Individuals: \$0.00
Currently Registered 0	Total Paid by Company: \$0.00
Available 20	Balance (including Individual Balances): \$0.00
Full Conference Package - Complimentary	
Maximum 2	
Currently Registered 0	
Available 2	
Full Conference Package - Paid	
Maximum 20	
Currently Registered 0	
Available 20	
ADD/EDIT BOOTH REGISTRATIONS	
Add	
ADD ADDITIONAL MEALS / RECEPTION TICKETS	
Add additional Meal and Banquet tickets to your registered staff. Note: Daily Lunch Tickets, and the Reception Ticket are included with the Full Conference Pass	
Back	Save and Return to Company Overview

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Once the add staff page opens, insert the individual's first/last name, contact email, and select the product from the drop-down list. Once all your complimentary badges have been reserved, you will have to select from either **Exhibit Booth Registration or Full Conference Package – paid (at \$895)**. You have the ability to register up to 5 people at a time. When you are done adding your staff in or fill up the slots, you can press the **Add** button. The page will refresh and you can now add more individuals if necessary.

ADD/EDIT BOOTH REGISTRATIONS

First Name	Last Name	Email	Registration Product

Buttons: Cancel, Add, Submit

Done entering all your staff?

Press the **submit** button to lock in the individuals, then press “save and return to company overview” at the bottom right of the page. After you hit submit, you'll be returned to the landing page you initially started at upon logging in. Once you have completed this process you are now considered registered attendees for the conference. You will receive a confirmation letter for each individual registered. At this time, you can close the window out, or shut down their browser unless you would like to add on extra tickets for lunch and/or the reception.

- Do you or your staff (exhibit hall staff only attendees) need to purchase any meal tickets for lunch and the Tuesday evening reception? If you have just completed entering your staff and now need to add tickets, go back to the Registration Summary section; (3) above and click Add/Edit Registration again to be directed back to your company badge registration page. In the section at the bottom you'll see the list of individuals registered. To add tickets to those that will require them, select the **Edit Information/Additional Options** button located to the right of the individual.

ADD ADDITIONAL MEALS / RECEPTION TICKETS

Add additional Meal and Banquet tickets to your registered staff.
Note: Daily Lunch Tickets, and the Reception Ticket are included with the Full Conference Pass

First Name	Last Name	Additional Options
Doreen	Mueller	Edit Information/Additional Options
		Edit Information/Additional Options

- You are then directed to a page to select which options you will require. Monday, Tuesday lunch or Tuesday evening reception. Select those items you would like to add then press the Save/Update button highlighted below.

Personal Information

First Name Doreen
Last Name Mueller
E-mail dmueller@aol.com

Additional Ticket Options

ExtraTickets	Name	Fee
<input checked="" type="checkbox"/>	Monday Lunch Ticket	\$40.00
<input checked="" type="checkbox"/>	Tuesday Lunch Ticket	\$40.00
<input checked="" type="checkbox"/>	Reception Ticket	\$65.00

Buttons: Back without Saving, Save / Update, Save / Send Confirmation Email

When you are finished with this step, you are directed to the summary page. From here press Save and Return to Overview page. You will go to your landing page after you logged in earlier. You will see your staff registered currently and if you selected tickets, there is a financial area which requires your attention. Once you press the checkout button you'll be taken to a secure familiar payment screen. Follow those directions and submit your payment to ASQ.

FINANCIAL SUMMARY

Total Due (including Individual Balances):	\$225.00
Total Paid by Individuals:	\$0.00
Total Paid by Company:	\$0.00
Balance (including Individual Balances):	\$225.00

Button: CHECKOUT / PROCESS PAYMENT