

# EXHIBITOR BADGE ORDER FORM



**Deadline: March 3, 2015**

**MAIL TO: ProMat 2015 Exhibitor Registration  
c/o MHI  
10900 Granite Street  
Charlotte, NC 28273**

**OR Order Online at  
www.ProMatShow.com  
OR FAX this form to  
980-233-3800**

**Email customer service at ProMat@EpicReg.com**

*ALL BADGE ORDERS RECEIVED BY MARCH 3, 2015 WILL BE MAILED ON MARCH 9, 2015 TO THE PERSON LISTED BELOW.*

YOUR NAME \_\_\_\_\_

COMPANY NAME \_\_\_\_\_ BOOTH NUMBER \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL \_\_\_\_\_

**YOUR ALLOTTED NUMBER OF EXHIBITOR BADGES ARE DETERMINED BY THE FOLLOWING SCHEDULE:**

<b>Booth Size</b>	<b>Number of Exhibitor Badges Allocated</b>
3,000 sq. ft. and up	50
2,000 to 2,999 sq. ft.	40
1,000 to 1,999 sq. ft.	32
500 to 999 sq. ft.	25
300 to 499 sq. ft.	15
150 to 299 sq. ft.	12
Under 150 sq. ft.	8

**BADGE INSTRUCTIONS & REQUIREMENTS:**

1. Enter name of booth personnel on back page of Exhibitor Badge Form
  2. Badge orders received after March 3 will be available on site at Exhibitor Registration.  
Exhibitor badges can be made on site at McCormick Place during set-up beginning March 18, 2015 at 8:00 a.m. You must have exhibitor identification (i.e. business card) to get an exhibitor badge and holder.
  3. You must have a badge holder for admittance to the show floor.
  4. Any changes or additions must be in writing.
  5. Only the exhibiting company name is allowed on exhibitor badges.
- Everyone, including exhibitor personnel, will be required to wear badges through the entire show, including set-up and dis-mantle. Please cooperate in helping us enforce this necessary precaution.
  - Temporary badges will be available on site for personnel who will be working during set-up only. Temporary badges will not be valid during show days.
  - DO NOT LIST DISTRIBUTOR PERSONNEL. DO NOT LIST TITLES.
  - If an exhibiting company has not used its full allotment of exhibitor badges as indicated above, then exhibitor booth worker's badges may be issued until the full allotment has been used. For example, ABC Company is allotted 15 badges and only 12 badges were requested. This means that 3 additional booth worker badges may be issued. If all badges have been issued, additional exhibitor booth workers may purchase badges for \$10.00 at the Exhibitor Registration Desk. This includes models, hostesses, masters of ceremonies, narrators, commentators or professional performers
  - All exhibitor badges will be issued under exhibiting company name only.

**Keep a copy of this Exhibitor Badge form for your records.**

# PROMAT 2015 EXHIBITOR BADGE ORDER FORM (PAGE 2)

EXHIBITING COMPANY: \_\_\_\_\_

**Please list the following information for each exhibitor badge you require for ProMat 2015--make copies if you require more than ten badges. Only enter the phone/fax and mailing address information if it is different from the Company information on reverse.**

1) FIRST NAME/LAST NAME \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

2) FIRST NAME/LAST NAME \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

3) FIRST NAME/LAST NAME \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

4) FIRST NAME/LAST NAME \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

5) FIRST NAME/LAST NAME \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

6) FIRST NAME/LAST NAME \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

7) FIRST NAME/LAST NAME \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

8) FIRST NAME/LAST NAME \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

9) FIRST NAME/LAST NAME \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

10) FIRST NAME/LAST NAME \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_