



## ONLINE EXHIBITOR BADGE REGISTRATION

### If you are a RETURNING customer:

An email has been sent out to notify you that registration has gone live. You can log in via the registration page directly ([click here](#)) to begin registering yourself and your staff. You will use the same log-in information created last season to register (which will be your e-mail and your chosen password). If you cannot remember your password, please select "forgot password" below the log-in information.

### If you are a NEW customer:

1. A welcome email will be sent with your username (e-mail address) and a link to create a password. This will be your username and password going forward to register your staff for all UBM Licensing Events. If you did not receive this email, please contact [exhibitor\\_reg@ubmfashion.com](mailto:exhibitor_reg@ubmfashion.com).
2. In addition to the welcome email, a second email will be sent to notify you that registration for your event is now live and you can begin registering your staff at [www.ubmexhibitor.com](http://www.ubmexhibitor.com). *Please note: You must complete create your password (step 1) before you can login to your portal to begin registering.*

In the Informa Exhibitor Community you will be able to register staff, make edits/cancellations, and print/send confirmations.

Badges will NOT be mailed. Please bring your confirmation with you on show site to print your badge.

For any registration questions or assistance logging into your account, please contact: [exhibitor\\_reg@ubmfashion.com](mailto:exhibitor_reg@ubmfashion.com)

\*If you do not receive either of the mentioned emails, please check your spam/junk folder or contact customer service to confirm your email address.

### Onsite Exhibitor Registration Hours:

|                                     |            |
|-------------------------------------|------------|
| Saturday, September 14th            | 8AM-6PM    |
| Sunday, September 15 <sup>th</sup>  | 8AM-6PM    |
| Monday, September 16 <sup>th</sup>  | 8:00AM-6PM |
| Tuesday, September 17 <sup>th</sup> | 8:30AM-4PM |