

# EXHIBITING SUPPLIER BADGE REGISTRATION INFORMATION

Once assigned a booth, the HDAW Primary Contact will receive an email from CompuSystems with the link and login information to register personnel for exhibitor badges.

- Exhibiting supplier badges are required for all booth personnel.
- The company name on the badge can only be listed under the name that was submitted on the exhibit space contract.
- Exhibiting supplier badges can only be obtained for company personnel that will be working
  in the booth during the Conference. This includes legal counsel, models, interpreters and
  celebrities.
- Exhibiting supplier badges CANNOT be obtained for customers, guests or any other nonexhibiting personnel.
- Any exhibiting supplier found to be erroneously obtaining exhibiting supplier badges for such individuals will face a penalty of having their booth shut down with no refund and being banned from exhibiting at future HDAW Conferences.
- Manufacturers' Representatives and/or Consultants employed by your firm may register as part of your exhibiting supplier registrations, at the rate paid by your company, \$475 per member or \$825 per non-member. Your confirmation of such individuals with the exhibiting supplier will be required.

## COMPLIMENTARY ALLOTMENT

Exhibiting suppliers receive two (2) full Conference registrations for each 10' x 10' booth requested. Additional conference registrations over and above the complimentary allotment will be charged \$475 each (member companies) or \$825 each (non-member companies).

## **NEED TO MAKE CHANGES?**

Please contact HDAW Conference Management at skulas@wtglasgow.com.

### **EXHIBITING SUPPLIER REGISTRATION ONSITE**

- HDAW '25 badges will NOT be mailed in advance. All badges must be picked up onsite.
- Registration will be located in Longhorn Marble Foyer of the Gaylord Texan Resort and Convention Center and open beginning Monday, January 20.
- Additional badges can also be obtained at the registration desk. Please note that documentation showing direct, professional employment of the exhibiting company, in addition to photo identification, will be required.
- No one under the age of 16, including infants, will be allowed in the Product Exposition Hall at any time. No exceptions will be made.
- Exhibiting supplier badges must be worn in plain sight at all times (move in, Product Exposition days and move out).

### QUESTIONS?

Please contact Conference Management at 708-226-1300 between the hours of 8:30 am – 5:00 pm Central Standard Time, Monday through Friday or email <a href="mailto:info@hdaw.org">info@hdaw.org</a>.