

## **Exhibitor Badges** (*limit based on sq. ft. of exhibit space*)

The show contact we have on file will be sent a unique link via newsletter to order your show badges. **Please do not share your link with anyone**.

If you do not receive your link on Monday, November 11<sup>th</sup> please confirm;

- 1. You were assigned a space number.
- 2. You have made a payment towards your assigned space.

If you have both pieces of information, please contact us at <u>stlouiscredentials@nmma.org</u> for your link.

Badges will be mailed **only** when your contracted space balance is paid in full. If you request to have your badges held for pick-up on show site, please make sure your balance is paid in full to avoid delays during on- site. Badges on-site can be picked up in

The maximum number of badges issued is determined by the total amount of square feet of exhibit space your company has under contract. Badges over your allotment are at a cost of \$ 12.00 per badge. There is a \$10.00 on-site reprint fee for all lost/misplaced badges.

The deadline to order your badges on-line to be mailed is Friday, January 10, 2020. Badges ordered after the deadline date will have to be picked up on show site.

## Reminder

Anyone using an exhibitor badge to enter the show floor will be required to present government-issued identification (ID) along with their badge. This protocol ensures only authorized personnel have access to the show floor outside of the show's operating hours.

If you have any questions or concerns, please contact us at <u>stlouiscredentials@nmma.org</u>.