Exhibitor Registrations

Complimentary exhibitor registration allotment: 1 full conference and 5 booth attendants for every 100 sq. ft.

- Example: Your booth is 10x30. That would be 300 sq. ft., so you would be allotted 3 exhibitor full conference attendant and 15 booth attendants.

[Click Here for the Exhibitor Dashboard]

Registration Instructions:

- Log in to your Portal

  
  [Image of login page]

  - o If you do not remember your login info, please click “Forgot login?”

- Click on Exhibitor Dashboard or Items Needing Your Attention

  
  [Image of Exhibitor Dashboard]

  - o If the Exhibitor Dashboard is not showing, please contact Alina Blanco at alina.blanco@ampp.org for assistance.

- Under “Items Needing Your Attention”, Click on either the complimentary event registration or booth registrations links to start the registration process.
• Click on “Add Registration”

- Add registration by searching by email, customer number, or last name, first name

• Click “Select” to add registration or if no contact was found, click on “Create New Contact.”
  o Please conduct search by email and last name, first name before creating new contact.
Once done adding all complementary full conference registrations, add booth attendant registrations to complete process.