PROGRESSIVE INTERNATIONAL MOTORCYCLE SHOWS

DALLAS

Deadline: December 30, 2016

EXHIBITOR BADGE FORM

WHY YOU NEED EXHIBITOR BADGES

Badges will be required for all personnel to enter the exhibit area during move-in, move-out and show hours. Badges must be worn at all times while in the exhibit area and must show an individual's name as well as a company name.

HOW TO ORDER YOUR EXHIBITOR BADGES

Online: Visit www.exhibitorbadges.motorcycleshows.com
Password is: **2017IMS**

Fax: Complete the badge form on the following page and fax it to 218-740-7223.

NUMBER OF COMPLIMENTARY BADGES PER COMPANY

Each company is entitled to six (6) complimentary badges per 10' x 10' booth, with a maximum of thirty (30) complimentary badges for any one company. If necessary, you will be allowed to purchase UP TO five (5) additional badges, regardless of your booth size. EXHIBITOR BADGES ARE FOR PERSONNEL WORKING IN THE BOOTH ONLY. **Additional badges may be purchased for $20.00 each (maximum of five).**

ADDING AND DELETING FROM THE LIST

The names you provide on the Exhibitor Badge List will receive an exhibitor badge allowing access to the show during move-in, move-out and show hours. ONLY those people designated as key contacts will be allowed to add or delete names from this list. Please indicate people who will be your key contact(s) on-site when completing this form. If you initial the box on the front of this form anyone showing a business card/ company ID and photo ID will be allowed to obtain a badge without authorization from a key contact. There is no limit to the number of key contacts your company can assign.

WORK BADGE FOR SET-UP & DISMANTLE ONLY

Individuals that will be assisting with the set up or dismantle of your display must be issued a work badge on-site. This work badge will allow access on the show floor during move-in/move-out only and is not valid during show hours. Please direct personnel to Exhibitor Registration to obtain a work badge. **Do not add them to your exhibitor badge list.**

BADGE PICK-UP

Badges may be picked up at Exhibitor Registration, located in the lobby, beginning at 11:00am on Thursday, January 12, 2017. Each booth representative should pick-up their individual badge. Photo ID will be required.

ON-SITE FEES

If your badge form is not received by the deadline date, you will be subject to a $5.00 processing fee per badge. All badges (maximum of 5) above your allotted amount will be subject to an additional $20.00 fee per badge.

There will be no charge for name corrections or replacement for lost badges (one per person).

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EXHIBITOR BADGE FORM

Exhibiting Company																										
Company Name on Badge																										
Address																										
City														St.						Zip						
Phone														Email												

Name of person filling out form: _____

Booth #: _____ Booth Size: _____

	First Name	Last Name	Key Contact?
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

BADGES SUBMITTED AFTER DEADLINE DATE ARE SUBJECT TO ON-SITE FEES

_____
Initial

By initialing here I authorize anyone with a business card/ID from our company as well as photo ID may be issued an Exhibitor Badge for our booth. If we have been assigned all our complimentary badges, our staff understands they must pay a fee of **$20.00 per badge**. All badges printed/added on-site will also be subject to a **$5.00 processing fee**.

A MAXIMUM of five (5) badges can be purchased, regardless of booth size.

Please return to: 2017 Dallas Progressive International Motorcycle Show
Fax: 218-740-7223