



# EXHIBITOR BADGE REQUEST FORM

## 2018 TRANSPORTATION TECHNOLOGY EXHIBITION

*Thanks for your support of TMC!*

### Exhibitor Badge Rules and Regulations

**NOTE:** Individuals fully registered for the meeting will receive a badge admitting them to the Exhibit Area during any viewing period, as well as all technical sessions and food functions.

**Do not request exhibitor badges for individuals who have paid the full meeting registration fee!**

1. Exhibitor personnel not fully registered for TMC's Annual Meeting (Full Meeting Registrant) will need to be included on this form.
2. Exhibitor-only badges entitle you to: the Tuesday Walk-Around Luncheon, Wednesday Walk-Around Breakfast, coffee breaks and hors d'oeuvres for each cocktail/viewing period. **Exhibitor-only badges ordinarily do not admit the holder to any part of the business session program or any food functions outside exhibit viewing periods. However, exhibitor-only registrants have a special opportunity at TMC's 2018 Annual Meeting to experience a "Taste of TMC."** Exhibitor-only (orange badge) registrants will be given a special card that will permit them to attend up to two TMC technical or mini-technical/study group sessions of their choice during the Annual Meeting. Exhibitor-only attendees who are not members of TMC — and who take full advantage of this offer (i.e., attend two sessions)— may turn in their marked card at TMC's Welcome Desk to join TMC as an Associate member for half of the regular price.
3. The number of FREE exhibitor badges your company is entitled to is based on booth size (see Section B). These badges will permit your company personnel to staff your booth during scheduled viewing periods only. **You do not need to purchase exhibitor badges for your personnel who are fully registered for the meeting.**
4. Additional Exhibitor-only badges may be purchased for \$200 each. Credit Card Users—FAX completed form with credit card information to ATA/TMC Event Services at (703) 838-1701. Otherwise, mail completed form with payment to: ATA/TMC Event Services, P.O. Box 101360, Arlington, VA 22210-4360. You may also register at the TMC Registration Desk in Nashville. No purchase can be invoiced to your company. Fully registered meeting participants will receive a meeting badge to gain entrance to all meetings and exhibit viewing periods, as well as a book of tickets to cover all food/beverage functions.
5. Admission of Spouses & Children to Exhibit Area. If spouses and children accompanying you to the meeting wish to enter the exhibit area at any time, they must (1) be fully registered for the spouses program; or (2) be covered by the \$200.00 per the additional exhibitor-only badge charge outlined above. No exceptions will be made for children under 18 years of age. Spouses and children of fleet/associate members/exhibitors who do not have a spouses badge or an exhibitor badge WILL NOT BE ADMITTED to the exhibit hall.
6. If your plans to attend the TMC meeting change, you may receive a refund on additional paid exhibitor badges—less a \$50 administration charge—up until Jan. 26, 2018. There will be no refunds or credits after Jan. 26, 2018. Cancellations accepted in writing by mail or fax.





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### FILL OUT FORM AND FAX TO (703) 838-1701 (SECURE FAX)

This badge request form is for exhibitor-only personnel to request exhibit-only badges for those staffing your company's exhibit booth. Please Type or Print! Copy form if additional space is needed for more exhibitor-only badges.

#### Section A—Exhibitor Personnel Information

Please provide the below information for your exhibit booth personnel and check if they are "free" with your exhibit booth or "additional" paying badges. We will need a unique email address for all booth personnel so that exhibit badge confirmations will be emailed to each individual with a Badge ID code. Please be sure to print your CONFIRMATION EMAIL out and bring to TMC's Registration Check-in Area in Atlanta so you can scan your badge ID code and PRINT out your BADGE on-site.

Person Completing Form: \_\_\_\_\_ Exhibiting Co: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Badge Full Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Email: \_\_\_\_\_  Free Badge  Additional (\$200)

Badge Full Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Email: \_\_\_\_\_  Free Badge  Additional (\$200)

Badge Full Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Email: \_\_\_\_\_  Free Badge  Additional (\$200)

Badge Full Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Email: \_\_\_\_\_  Free Badge  Additional (\$200)

Badge Full Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Email: \_\_\_\_\_  Free Badge  Additional (\$200)

Badge Full Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Email: \_\_\_\_\_  Free Badge  Additional (\$200)

#### Section B—Exhibitor Badge Allotment & Payment Information

Sq. Ft.	# free badges	Sq. Ft.	#
100-300	3	900-1200	8
400-600	4	1300 & Up	12
700-800	6	Trailer Only	4

If purchasing additional booth badges, please fill in the payment information below:

\_\_\_\_ No. of additional badges @ \$200 ea. = \$\_\_\_\_\_ Total amount to be charged.

- Check enclosed payable to TMC/American Trucking Associations, Inc.
- Please charge my:  MasterCard  VISA  American Express

Card No.: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Signature: \_\_\_\_\_

#### Section C—Policy on Hotel Room Reservations

Only those registered for the conference will gain access to a hotel reservation link through their conference confirmation email. The deadline to complete your room reservation is February 2, 2018.

- Headquarters Hotel: Omni Atlanta Hotel at CNN Tower \$208 (single/double)
- Host Hotels: Embassy Suites by Hilton at Centennial Park \$208 (single/double)
- Hilton Garden Inn Atlanta Downtown: \$205 (single/double)
- Westin Peachtree Plaza \$205 (single/double)
- DoubleTree by Hilton Hotel Atlanta Downtown: \$199 (single/double)

NOTE: Rates may increase with additional occupancy. Rates do not include 16.9 % Sales Tax + \$5.00 GA Tourism Tax, per room, per night (subject to change without notice). If you need to make changes to your hotel reservation (arrival/departure/cancellation), please contact ConferenceDirect at 833-638-6496 or tmc@conferencedirect.com Monday – Friday 8:30am – 9:00pm ET. TMC's Annual Meeting & Transportation Technology Exhibition housing bureau, ConferenceDirect, will charge a \$30.00 cancellation fee for any room reservation cancellations made at any time so please be certain of your housing needs prior to booking a reservation, as all cancellations incur a fee. Should you cancel, this charge will appear on your credit card statement as "ConferenceDirect LLC". Additionally, a deposit equal to one night's room and tax is required to hold each individual's reservation. This deposit will be charged by the hotel on or after February 8, 2018 (subject to change without notice). Cancellations must be made 72 hours prior to the attendee arrival date to receive a refund of the one night's room and tax deposit.



If you require special assistance or dietary needs during your stay, please contact both TMC and your selected hotel.