



FEBRUARY 24-27, 2020 • GEORGIA WORLD CONGRESS CENTER • ATLANTA

## EXHIBITOR-ONLY BADGE REGISTRATION

Use this form to request Exhibitor-Only Badges for personnel staffing your company's exhibit booth. Please type or print. Make copies if additional space is needed.

### Important Deadlines

Hotel Reservation January 24	Badge Name Change/Substitution February 14	Registration Cancellation January 24
---------------------------------	---	---

**Exhibiting Company Name:** \_\_\_\_\_

All Exhibitor-Only Badges will display the exhibiting company name, there are no exceptions to this policy.

**In the event of an emergency**, please provide primary booth contact for Exhibitor-Only personnel.

Emergency Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Person Completing Form: \_\_\_\_\_ Title: \_\_\_\_\_

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

Please check one box to indicate if each exhibit booth personnel is receiving a "Free Badge" per the Exhibitor-Only Badge Allocation Chart (page 2) or "Paid Additional Badge (\$225)". A unique email address is required for each booth registrant to receive registration and badge confirmation emails.

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

Email: \_\_\_\_\_  Free Badge  Additional Badge (\$225)

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

Email: \_\_\_\_\_  Free Badge  Additional Badge (\$225)

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

Email: \_\_\_\_\_  Free Badge  Additional Badge (\$225)

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

Email: \_\_\_\_\_  Free Badge  Additional Badge (\$225)

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

Email: \_\_\_\_\_  Free Badge  Additional Badge (\$225)

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

Email: \_\_\_\_\_  Free Badge  Additional Badge (\$225)

### Payment Information

**Registration will not be processed without payment, and payment cannot be taken over the phone or by email.**

Additional Badge Payment:

\_\_\_\_\_ No. of Additional Exhibitor-Only Badges @ \$225 each = \$\_\_\_\_\_ Total amount to be charged.

Enclosed check made payable to American Trucking Associations

AMEX  MasterCard  Visa

Credit card number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

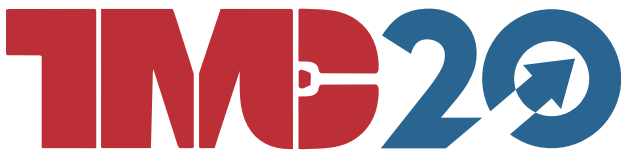
Name on Card: \_\_\_\_\_

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

**Mail or fax completed form to:**

ATA Registrations  
PO Box 101360  
Arlington, VA 22210  
Fax: (703) 838-1701





**Exhibitor-Only Badge Allocation Chart**

Booth Square Feet	Max. Free Badges	Booth Square Feet	Max. Free Badges
100-300	3	900-1200	8
400-600	4	1300 & Up	12
700-800	6	Trailer Only	4

After a booth has used all of their allotted Free Badges – **Additional Exhibitor-Only Badges may be purchased for \$225 each.**

Install & Dismantle (I&D) Exhibit Badges will be available onsite at the TMC Registration Desk.  
• I&D Badges will **ONLY** allow access to the Exhibit Hall during designated Installation & Dismantle times.

**Exhibit personnel who are not registered as a Full Meeting attendee will need to be included on the Exhibitor-Only Badge Request form.**

**Exhibitor-Only Badge Includes:**

Access to Exhibit Hall (Viewing/Cocktail Period)

- Tuesday Walk-Around Luncheon
- Wednesday Walk-Around Breakfast
- Coffee Breaks

Exhibitor-Only Badge **Does Not Include:**

- Access to any business sessions
- Food functions **OUTSIDE** the Exhibit Hall

Full Meeting and Spouse registrants will have access to Exhibit Hall functions

**Can my Spouse or Adult Child Attend?**

A spouse or adult child (18 years of age or older) that wishes to enter the exhibit hall area at any time must:

- (1) Be registered as a Spouse or;
- (2) Purchase an Additional Exhibitor-Only Badge for \$225 by completing the Exhibitor-Only Badge Request form.
- No exceptions will be made for children under 18 years of age.
- A spouse or adult child who is not a Spouse Program registrant or an Exhibitor-Only Badge holder **WILL NOT BE ADMITTED** to the exhibit hall area.

**Badge name changes/substitutions must be made** by submitting the Exhibitor-Only Badge Name Change form with written notification no later than February 14. After February 14, all badge name change/substitutions must be made on-site at the TMC Registration Desk.

**To cancel/downgrade from an Additional \$225 Exhibitor-Only Badge to a Free Exhibitor-Only Badge**, submit the Exhibitor-Only Badge Name Change form with written notification no later than **January 24**, to receive a **refund minus a \$100 Administrative fee.**

**Send all written notifications to:**

ATA Registrations  
PO Box 101360  
Arlington, VA 22210  
Email: [registrations@trucking.org](mailto:registrations@trucking.org)  
Fax: (703) 838-1701

**No refunds will be issued for cancellation or downgrade requests postmarked after January 24.**

**Hotel Information**

**ConferenceDirect** is the official housing bureau for TMC's Annual Meeting. Only those registered for the meeting will receive a hotel booking link in the registration confirmation email. The deadline to complete your hotel reservation at the TMC/ATA discounted rate is **January 24**.

**Hilton Garden Inn Atlanta Downtown (Exhibitor-Only Registrants Only):** \$217 per night (single/double)

Nightly rates do not include taxes and fees, which are subject to change without notice. Rates may increase with additional occupancy.

**A deposit equal to one night's room and tax is required and will be charged by the hotel on or around January 24.**

**If you need to make changes to your hotel reservation** (arrival/departure/cancellation), please contact ConferenceDirect at (833) 638-6496 or [tmc@conferencedirect.com](mailto:tmc@conferencedirect.com), Monday – Friday, 8:30 am – 9:00 pm (EST). **ConferenceDirect will charge a \$30.00 cancellation fee** for any reservation cancellation made at any time.

