EXHIBIT STAFF REGISTRATION PROCESS
Exhibit staff must register FIRST before receiving hotel link to make reservations.

1. Reference email sent from Stacey Smith with promo code to register exhibit staff
2. Not sure of individual’s log in/password, STOP and e-mail Stacey Smith for assistance
3. Each individual must log in and register as themselves
4. DO NOT CHANGE BADGE NAME FIELD to a DIFFERENT PERSON!
5. Exhibit Staff DO NOT PAY registration fee. If fee appears while registering, STOP, return to
   first screen and ENTER PROMO CODE (bottom of first page)

Register Here

HOTEL RESERVATIONS
Exhibit staff must register FIRST before receiving hotel link to make reservations. After
registering, a confirmation email will be sent including the link.

CALLS FROM ANY SERVICE PROVIDER
As a reminder – companies that call you indicating they have special hotel rates
available for the show are “pirate housing companies” and DO NOT represent NACM or
the hotel. If you are contacted, we strongly recommend that you DO NOT use their
services. No legitimate hotel will ever contact you directly asking you to make
reservations.

You may also receive calls or emails from companies soliciting the sale of the attendee
list. NACM does not sell the attendee list.

Contact Stacey Smith, Exhibit Manager, with any questions (757) 259-1816