



## 2019 AWFS®Fair Exhibitor Update #2

November 2018

This email is part of a series of “Exhibitor Updates” that will include information for exhibitors on important show information, links and deadlines. I recommend saving these so that you do not miss out on any information! They come directly from me and I try to keep the emails on point. They can also be found on our Fair website on the [Exhibitor Service Center](#) page.

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### **NEW e-pay and online directory system!**

Your expocadweb online access is new and improved for the 2019 AWFS®Fair.

We have upgraded the exhibitor online company profile, you can now:

- View your invoice
- Pay your booth invoice (credit card – payment due on 12/3)
- Order and pay for an upgraded [digital booth packages](#)
- Complete your online directory information, categories, company profile and more!
- **Order online sponsorships and signage!** Inventory is up-to-date

Digital Booth/Online access [instructions](#)

Please note – access/email is only available to the main trade show contact associate with each exhibitor.

**Your next step is to set up your user name and password.**

Here is the link - if you have NOT registered your password.

<https://www.expocadweb.com/awfs19/EC/forms/users/RequestRegistration.aspx?>

Here is the link if you have registered your password.

<https://www.expocadweb.com/awfs19/ec/forms/users/Login.aspx>

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### **Sponsorship and Signage Opportunities at the AWFS®Fair!**

The [Sponsorship Brochure](#) and [Hanging Banner opportunities](#) are now available! Items are limited and selling fast!

All items are available to purchase online in your online digital booth. Click on contracts and follow the steps.

If you wish to purchase, you must be a contracted exhibitor in good standing. Check for availability and contact Amy Bartz, 323.215.0302 or [amy@awfs.org](mailto:amy@awfs.org)

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## **Exhibitor Badge Registration will open Mid December!**

All exhibitors must be paid up-to-date in order to receive their login credentials to register.

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## **Upcoming Payment due dates.....**

Current 2019 AWFS®Fair Exhibitors, your next booth payment (30%) is due by December 3, 2018. 2019 AWFS® Member dues will be due by December 31, 2018. Please contact Angela Hernandez with any payment or invoice questions. [angela@awfs.org](mailto:angela@awfs.org) or 323.215.0305

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## **Exhibitor Housing is now OPEN!**

You can now book your room for the AWFS®Fair – housing is open.

<https://compass.onpeak.com/e/012603630/in/category/26734>

**OnPeak is our official and only housing partner**, please note we have been made aware that poaching has already begun for the show.

OnPeak (866) 889-9647

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## **Marketing Manuel**

Not available at this time, expected time of availability in January 2019.

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## **Who do I contact with questions???**

Booth Sales/Advertising/Sponsorship/Proposals/ Signage and Banners/Floor plan questions/  
Online Digital Booth questions and passwords

**Amy Bartz, AWFS®Fair Sales Director**

323.215.0302

[amy@awfs.org](mailto:amy@awfs.org)

Membership and Booth – Billing and Payment questions/Visionary Award information/ AWFS  
Membership Questions

**Angela Hernandez, Executive Assistant & Accounts Receivable**

323.838-9440

[angela@awfs.org](mailto:angela@awfs.org)

Online Digital Booth questions and passwords/Booth regulations or requirements/Move in and move out questions/Operations questions/ AWFS Membership Questions

**Kim Roehricht, Trade Show Director & Assistant Executive Director AWFS®**

323.215.0315

[kim@awfs.org](mailto:kim@awfs.org)

Marketing Manual Questions

**Jennifer Evans, Marketing Director**

323-215-0317

[Jennifer@awfs.org](mailto:Jennifer@awfs.org)

CWWK and Education Questions

**Adria Salvatore, AWFS Education and Conference Director**

323-215-0311

[adria@awfs.org](mailto:adria@awfs.org)

Fresh Wood and SWM (Society of Wood Manufacturing) Questions

**Adam Kessler, Education Manager**

323-215-0312

[adam@awfs.org](mailto:adam@awfs.org)

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