



2019 AWFS® Fair Exhibitor Update #4

March 2019

117 days till the show opens!

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.

Marketing Manual is now available and has been mailed!

The AWFS® Fair has mailed one copy to the main trade show contact for the show. It is also [available online](#).

Get all the details and information for:

- Free Promotions and Opportunities
- First Time exhibitor Product Showcase
- Show Directory Advertising
- First time Exhibitor product showcases
- Meeting Room Information
- Sponsorship and Hanging Banner Opportunities
- Online Digital Booth Package Opportunities
- Industry 4.0 Entry information



- **Visionary Awards**

- All company’s whose entries are accepted will have their product featured in the New Product Showcase for the duration of the show regardless of whether or not they are chosen as finalists.



MEETING ROOMS:

Inventory is filling up, please [click here](#) (page 5 of the marketing manual) to book you meeting room today.

Any questions please contact Kim Roehricht, kim@awfs.org

Exhibitor Badge Registration is open!

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

- Passwords are emailed to the main trade show contact directly from Compusystems
 - **Problems with registration or want to check on the status of your registration?**
Contact (877) 303-0711 or (224) 563-3761
Email: AWFS@compusystems.com
-

EAC FORMS

This is a reminder that if you have hired an EAC (Exhibitor Appointed Contractor) that the forms and fees must be submitted and paid. Form is on the Exhibitor Service kit at https://www.freemanco.com/forms/459767/eac_temporary_badge_request_form.pdf

EXHIBITOR SERVICE KIT – Is now online

- This is only [available online](#) and is NOT mailed out
 - When available the main trade show contact will receive an email direct from Freeman.
-

KEEP AN EYE OUT FOR YOUR CUSTOMIZED LANDING PAGE!

Your landing page is customized to feature your company and its presence at AWFS Fair.

AWFS Fair has utilized Feathr (attendance growth specialists) to offer exhibitors a customized landing page to digital promote their participation at AWFS Fair.

Benefits:

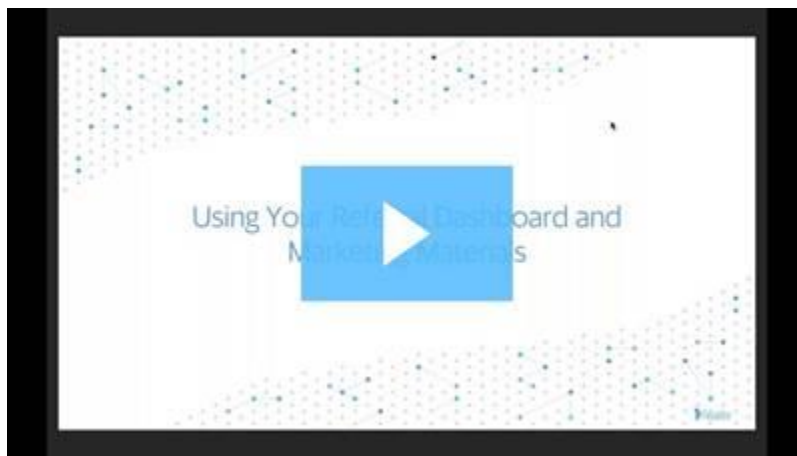
- Allows you to easily promote your exhibit space to your prospects and customers
- Provides an attendee discount code customized to your company
- Your Feathr dashboard allows you to see analytics for your landing page



Way to Use the Link to Your AWFS Fair Landing Page:

- As part of your email signature
- On your social media channels - insert your customized link
- In promotional emails to customers using your customized link to invite them
- Any communication to your contacts about your participation at AWFS Fair

[Learn more by watching this quick video.](#)



Login information was emailed to your company by our Director of Marketing. These can sometimes land in SPAM, please check your SPAM folders. If you did not receive it, please reach out to [Jennifer Evans](#).

Target Floorplan Move in Map

The target move in map is now available on the [website](#).

Online E-pay and directory!

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>

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.

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

Upcoming Payment due dates.....

Current 2019 AWFS®Fair Exhibitors, your next **booth payment** (25%) is due by April 8, 2019.

Your booth should be PAID IN FULL by April 8.

2019 AWFS® **Member dues** were due by December 31, 2018.

If you do not pay your member dues, your booth could be re-invoiced at the non-member rate.

Please contact Angela Hernandez with any payment or invoice questions. angela@awfs.org or 323.215.0305

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

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

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

Overall Exhibitor Operations questions

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

323.215.0315

kim@awfs.org

Marketing Manual Questions

Jennifer Evans, Marketing Director

323-215-0317

Jennifer@awfs.org

CWWK and Education Questions

Adria Salvatore, AWFS Education and Conference Director

323-215-0311

adria@awfs.org

Fresh Wood and SWM (Society of Wood Manufacturing) Questions

Adam Kessler, Education Manager

323-215-0312

adam@awfs.org

Please note: The AWFS® and AWFS®Fair does not sell our attendee list to anyone. Any person or company claiming to have our list for you to rent or purchase has not been authorized or granted access to our list.