

Vendor Passes Policy



On December 28, 2009, we will be mailing out your Vendor passes. If you need your passes to be mailed to a specific address please inform us before 1/8/10.

Vendor Pass Procedure: Your vendor pass will be taken when you enter through the front door, after entering you can obtain a hand stamp that will allow you to come and go freely the rest of the event. If you enter through hand carried freight or the loading dock in the morning, you will not need a vendor pass, after entering go to the front doors for a hand stamp.

The number of vendor passes that you will receive is based on booth size. (5'x10' 4 passes, 10'x10' 6 passes, and 15'x10' or larger 8 passes) Additional passes will be provided for gown sale participants and sponsors.

Additional passes may be ordered for \$8.00 each. Please contact our show office to place your order.

After arriving at the show, your staff will not be allowed to enter through the front doors without a pass or a hand stamp. If they do not have a pass, they will need to purchase a pass for \$8.00 at the ticket sales booth. They will also need to have business ID to purchase a vendor pass. After entering you can obtain a hand stamp that will allow you to come and go freely the rest of the event.

There is not a Will Call area to leave vendor passes. If you forget to distribute your passes to your staff prior to the event you will need to meet them in the lobby to give them their passes.

If you do not receive your vendor passes, you must contact our show office before 1/09/10. After that date you will be billed for the replacement of the passes. If you find your passes after you have purchased new ones, you can return them to our office for credit. Any returned passes must match the number sequence that was originally sent to you.

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