



EXHIBITOR BADGE POLICIES & GUIDELINES

Online Registration Available:

Wednesday, October 20, 2021, 12:00pm Central Time, at:

<https://www.aad.org/member/meetings-education/am22/exhibitors/resources>

The exhibitor badge allows admittance to the exhibit hall only. Full meeting registration in an alternate, appropriate category is required in order to attend scientific sessions. No exhibitor will be admitted to the exhibit area without an exhibitor badge. Exhibitor badges are to be used for exhibiting company employees or agents who are staffing the booth.

- Exhibitor personnel who wish to secure a seat in educational sessions and/or obtain CME/CE credit(s) must register as a full conference professional attendee and pay the applicable registration fee. Attendee registration information will be available at <https://www.aad.org/meetings/annual-meeting>, by October 2021.
- Additional representatives over the allotment may be registered for a fee. No refunds will be issued for additional badges purchased and not used. Registration fees must be paid at the time of registration if over the allotment.
 - Before March 20, 2022: Each representative over the companies' allotment will be registered at a fee of 50.00
 - March 25-27, 2022: Each representative over the companies' allotment will be registered at a fee of \$100.00
- Badges will only be printed once; this includes badges that are mailed in advance.
 - Once a badge has been printed it cannot be returned.
 - Name changes or substitutions will be processed at a fee as listed below.
- Replacement badges will be processed at a \$25 fee for the first reprint and subsequent reprints will be processed at a fee of \$100.

EXHIBITOR REGISTRATION OPTIONS

MAIL IN ADVANCE REGISTRATION

- Wednesday, February 26, 2022, 12:00 pm, Central Time
 Receive your badges in advance and avoid long lines onsite by registering your booth personnel early. Just select the "In Advance" option when you verify your company information.
- After Wednesday, January 26, 2022, 12:00pm, badges requested online will not be mailed and must be picked up onsite at exhibitor registration by the individual badge holder.
- ***Once a badge has been printed it cannot be returned; name changes or substitutions will be processed onsite at a fee of as listed above.***

CONTINUOUS REGISTRATION – WILL CALL PICK-UP ONLY

- You may continue to make additions and changes if you did not choose to have your badges printed and mailed in advance.
- These badges will be available for pick up on site by the individual badge holder. Individuals will be required to present photo identification or their confirmation.

ONSITE EXHIBITOR REGISTRATION

- All onsite exhibitor staff will be required to show a business card with the exhibiting company name and a photo ID.
- Exhibitor registration will be open during the following hours:
 - Wednesday, March 23 8:00 a.m. - 5:00 p.m.
 - Thursday, March 24 8:00 a.m. - 6:00 p.m.
 - Friday, March 25 8:00 a.m. - 5:00 p.m.
 - Saturday, March 26 8:00 a.m. - 5:00 p.m.
 - Sunday, March 27 8:00 a.m. - 3:00 p.m.