



COBB GALLERIA CENTRE
ATLANTA

Exhibitor Service Center Online Ordering Instructions

cobb Galleria.com/exhibitors/online-ordering/

1. Choose your show from the Calendar of Events.



Calendar of Events

Name: Date:

15 - 16
MAY

FRANCHISE EXPO

Cobb Galleria Centre (CGC)



[Go to Store](#)

21 - 23
MAY

Spring Atlanta Home Show

Cobb Galleria Centre (CGC)



[Go to Store](#)

26 - 27
MAY

Design 2 Part Show

Cobb Galleria Centre (CGC)



[Go to Store](#)

2. Sign-in to your account. If this is your first time ordering, click “Sign Up” to create an account. Please make note of your login and password information.



Sign In

I have previously registered and my password is:

Email

Password

Remember me

[Forgot your password?](#) | I have never registered [Sign Up](#)

3. Enter your booth information. If you do not know your booth number or other information, leave it blank and click “OK.”

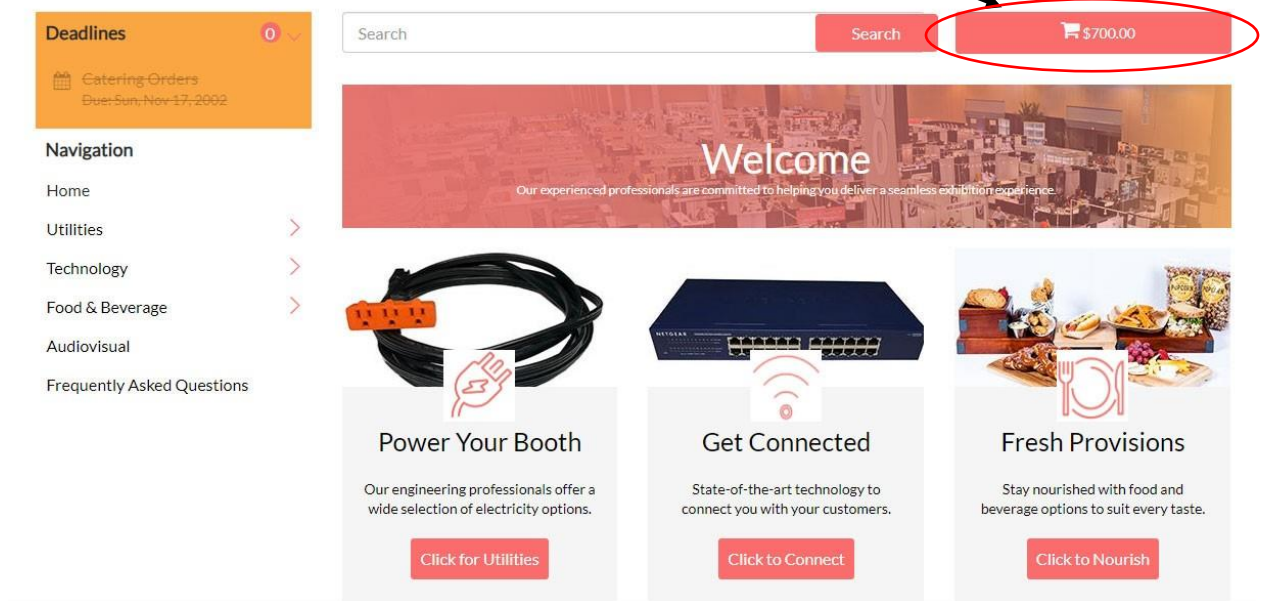
Enter TBD if booth # is unknown

Booth Area Feet²

Open Sides

4. Shop for products using the Amazon-like shopping platform. Add items to your cart. Click the

shopping cart to checkout.



5. If you order items requiring booth placement, you will be able to draw them or upload a diagram on the Pre Checkout page.

Item Placement

- Complete Item Placement Grid
- Upload File

You have items that require placement. Please use the grid below to indicate where these items should be placed within your booth.

1) Configure Booth

What shape is your booth?

Scale: 1 square = 1 sq. ft./ ~.3 sq. meter (click to edit)

Aisle/Booth# ___ Aisle/E

Front of Booth

2) Place Items

3) Free Draw

Back to Cart Checkout

Item Placement

- Complete Item Placement Grid
- Upload File

You have items that require placement. Please use the grid below to indicate where these items should be placed within your booth.

✓ Configure Booth ?

✓ Place Items ?

1: 20amp - 208v Single Phase (x1)

Add note for 20amp - 208v Single Phase

Add

Reset

3) Free Draw ?

ESC Test Event*** DO NOT USE***]5017

Scale: 1 square = 1 sq. ft./ ~.3 sq. meter (click to edit)

Aisle/Booth # ___

Aisle/E

1

Front of Booth

Back to Cart

Checkout

6. Proceed to checkout, and enter payment information. Once your order is placed, you will immediately receive a confirmation email that includes a copy of your receipt.
7. You can log in to this site and make modifications to your order up to 3 business days in advance of the show start.
8. If you have any questions or problems, please contact us at services@cobb Galleria.com or 770-989-5016.