

**DEADLINE: January 3<sup>rd</sup> before 5pm**

Exhibitors are allocated the following number of complimentary Exhibitor Badges for personnel working at the show. **Please collect your badges at the Show Office during move-in and distribute to your booth staff.** During show days, the Exhibitor Badge is required to access to the Tacoma Dome, and it must be worn on the show floor. Badges are designed to incorporate a business card.

0 – 100 square feet	=	5 free badges
150 – 200 square feet	=	7 free badges
250 – 300 square feet	=	9 free badges
350 – 400 square feet	=	11 free badges

*Plus 2 badges for each additional 100 square feet*

If you require more than your allocated number of badges as listed above, please fill out the following information so we may add badges to your envelope for pick up. **Additional badges are \$7 each. Once badges have been picked up, they are the sole responsibility of the exhibitor.**

You also have the option of your workers dropping off their badges at the Show Office at the end of each show day and rotating between your workers. **It is the exhibitor's responsibility to communicate with their staff to drop off and pick up badges. If there are no badges the next day to distribute, you will be charged \$7 per badge.**

**Company:** \_\_\_\_\_ **Booth #:** \_\_\_\_\_

**Contact:** \_\_\_\_\_ **Total Sq Ft:** \_\_\_\_\_

**Email (for receipt):** \_\_\_\_\_

Number of Extra Badges: \_\_\_\_\_ x \$7.00 = \$ \_\_\_\_\_

We Accept:



**Card Number:** \_\_\_\_\_ **Exp:** \_\_\_\_\_ / \_\_\_\_\_

**Name on Card:** \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Card Holder Signature:** \_\_\_\_\_

Email this form: [michelled@mpeshows.com](mailto:michelled@mpeshows.com) or Fax: 206.260.3460