

## EXHIBITOR E-BADGES FAQ

### How do I order exhibitor badges?

The registration portal for online exhibitor registration will open in September 2021 and run throughout the exhibition.

You can access the portal via the Exhibitor Zone on the show website. The login details should have been provided by the Organisers. If you have not received them, please see below for contact details.

All exhibitors are responsible for ordering and personally registering their own badges due to covid regulations.

### How many exhibitor badges can I order?

Your free of charge exhibitor badge allocation is based on stand size:

Indoor: With a stand size of less than 20m<sup>2</sup>, the exhibitor receives 4 badges, from 20m<sup>2</sup> onwards 5 badges and one additional badge per 15m<sup>2</sup>, up to a maximum of 25 badges.

Outdoor: With a stand size of less than 60m<sup>2</sup>, the exhibitor receives 6 badges, from 60m<sup>2</sup> onwards 7 badges and one additional badge per 20m<sup>2</sup>, up to a maximum of 25 badges.

Indoor	<20m <sup>2</sup>	<35m <sup>2</sup>	<50m <sup>2</sup>	<65m <sup>2</sup>	<80m <sup>2</sup>	<95m <sup>2</sup>	<110m <sup>2</sup>	...	≥ 320m <sup>2</sup>
Badges	4	5	6	7	8	9	10	...	25
Outdoor	<60m <sup>2</sup>	<80m <sup>2</sup>	<100m <sup>2</sup>	<120m <sup>2</sup>	<140m <sup>2</sup>	<160m <sup>2</sup>	<180m <sup>2</sup>	...	≥ 420m <sup>2</sup>
Badges	6	7	8	9	10	11	12	...	25

Per Sharer: 2 Badges FOC

**Please note that you can order additional e-badges by contacting the inter airport Europe team. Additional badges will be charged at a rate of € 25.00 (+VAT) per e-badge.**

### When will I receive my badge?

After completing the registration process will receive a confirmation email with your eTicket / mobile ticket. Please print out your PDF eTicket and bring it with you to the show. Alternatively, please save the mobile ticket on your smartphone. When entering the exhibition, the eTicket / mobile ticket will be scanned and then your badge will be printed. Lanyards will be provided on-site.

### Can I use the airport shuttle bus free of charge?

The badge / eTicket / mobile ticket entitles exhibitors on the show days to the use of the *inter airport* shuttle bus service free of charge.

### Need some help?

Please contact the *inter airport* Europe 2021 Team on Tel: +44 (0) 1727 814 525 or Email to [europa@interairport.com](mailto:europa@interairport.com).