Application Instructions Mobile Device

** These are the instructions for a mobile device and not for a computer**

Step 1: Open the application, read the instructions, then click "Next>>"

Step 2: Carefully read all instructions In the green box, then scroll down again, and choose your Vendor Type By clicking the associated + sign. Please select only one option.





Step 3: Bypass this screen by clicking "Next>>"

Step 4: Click on the bottom to open Your Cart (1)

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STEP 1: To begin, click " select your primary Vend	Next" below, then dor/Booth type
Step 2: Click 'Continue to scrolling to the bottom ri	o Checkout' by ight side of the page.
STEP 3: Answer all ques 'Next' prompts in order to application.	tions and follow the o move through the
Next	>>
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**Please note space is limited	d. and not all applicants
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Step 6: Click "Update Services Selection: Next>>" To bypass this screen.

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	PLEASE DESCRIBE IN AS MUCH DETAIL AS POSSIBLE WHAT YOU WILL BE SELLING OR REPRESENTING, IF YOU ARE A FOOD VENDOR, PLEASE INCLUDE ALL MENU ITEMS.
	Exhibitor Profile
	Company Name *
Step 7: Enter your company name (or your name if There is no company name), and a Detailed description of your products or services.	Description *
	Link
	『키 Exhibitor - Public Information
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	Name *
	Phone *
Step 9: Scroll down and complete the	Address Line 1
Rest of the required fields. Then click "Update Exhibitor Profile: Next>>"	City *
	State or Province
	Zip / Postal
	Lode *
	Update Exhibitor Profile : Next >>



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Step 11: Carefully read the release of liability Then click the box "I agree to the above terms of service", Then click "Next>>".



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Step 12: Read the Terms & Conditions in the green box, noting there is a \$21 non-refundable application fee.This fee does not guarantee space at the event.Please also note the "Booths Total" will show \$0.Then click "Pay Online" to proceed to payment screen.

Step 13: Enter your credit card information, and submit your payment.



information

Payment Amount:	\$21	
Card Holder Name:		
Card Number:		
Expiration Date:	Month ~ Year ~	
CVV Number:		
Billing Zip Code:		
Only click the button once, please! Submit Your Payment		
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PLEASE NOTE:

* Once your payment is processed, you will automatically receive a confirmation email, noting your application has been received.

** If you are accepted into the event, management will calculate your booth total based on the selections in your application. Accepted vendors will then receive an acceptance email with the booth total and a link to pay online. Payment can only be made electronically, and you will have 2 weeks to pay your balance, or your space will be given to the next vendor in line.