

Exhibitor's Trade Invite Dissemination Guide

Important Information:

Each Exhibitor will receive a list of Trade Invite pins for their dissemination to their guest(s). Kindly note that number of Trade Invites allocated is based on participation. Allocation is strictly fixed.

Trade Invites are passed on **Pin Codes** with pre-fixes – **Red Pin (RP)** and **Blue Pin (BP)**

Red Pin (RP)	Tuesday, 15 Feb & Wednesday 16 Feb
Blue Pin (BP)	Thursday, 17 Feb & Friday, 18 Feb

Exhibitor's guest is/are strongly advised to **register as a Trade Visitor no later than Thursday, 30 December 2021**. Trade Visitors/Guests are required to pre-register online; no walk-ins will be allowed. Persons who turn up at the door without a valid pin code to register for the event will be turned away.

Trade Visitor Registration Link: <https://singaporeairshow.com/register>

Below are the steps on how to go about with sending the unique Registration PIN to your guest:

Step 1: Excel with List of Trade Invite Pins

Exhibitors are allocated two sets of pins each – **Red Pin** and **Blue Pin**

You may allocate your pins to your guest accordingly. There are columns in the excel for your inputs to track.

Exhibitor:	Singapore Airshow	Exhibitor:	Singapore Airshow
Primary Contact:	project@singaporeairshow.com	Primary Contact:	project@singaporeairshow.com
No.	Pin Codes	No.	Pin Codes
1	RPT1234	1	BPT1234
2	RPT1235	2	BPT1235
3	RPT1236	3	BPT1236
4	RPT1237	4	BPT1237
5	RPT1238	5	BPT1238

Step 2: Trade Invite Email Template

Exhibitors would have also received an email template to send out their pins with. You may choose not to use the template. Should you choose to use the template, you may simply:

Step 2a: Click "**FORWARD**"

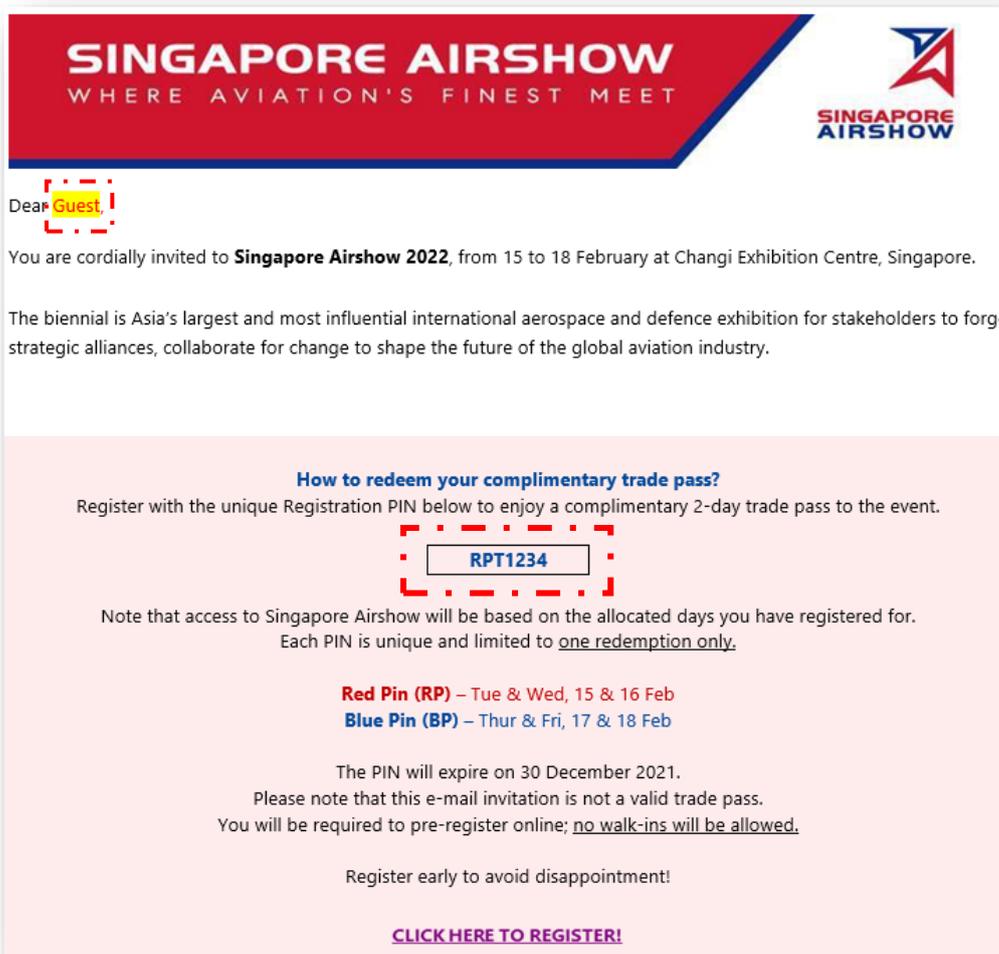
Step 2b: Input your guests' name and the unique pin code allocated into the **RED DOT** boxes. Template below for your reference.



TRADE INVITE
Register as a Trade V

Step 2c: Remember to add in the attachment "**Trade Visitor Registration Guide**" into your email before sending to your guest.

Step 2d: Send the email and invite your guest!



SINGAPORE AIRSHOW
WHERE AVIATION'S FINEST MEET

SINGAPORE AIRSHOW

Dear **Guest**

You are cordially invited to **Singapore Airshow 2022**, from 15 to 18 February at Changi Exhibition Centre, Singapore.

The biennial is Asia's largest and most influential international aerospace and defence exhibition for stakeholders to forge strategic alliances, collaborate for change to shape the future of the global aviation industry.

How to redeem your complimentary trade pass?
Register with the unique Registration PIN below to enjoy a complimentary 2-day trade pass to the event.

RPT1234

Note that access to Singapore Airshow will be based on the allocated days you have registered for.
Each PIN is unique and limited to one redemption only.

Red Pin (RP) – Tue & Wed, 15 & 16 Feb
Blue Pin (BP) – Thur & Fri, 17 & 18 Feb

The PIN will expire on 30 December 2021.
Please note that this e-mail invitation is not a valid trade pass.
You will be required to pre-register online; no walk-ins will be allowed.

Register early to avoid disappointment!

[CLICK HERE TO REGISTER!](#)



Step 3: Remind your Guest to check their Inbox/Spam

Your email invite to your guest *may* land either in their Inbox or Spam. Exhibitors are advised to inform their guest separately on the Trade Invites email.

Step 4: Inform them to Register by Thursday, 30 December 2021!

Guest are advised to register with the unique Registration PIN by Thursday, 30 December 2021 to enjoy a complimentary 2-day trade pass to the event. PINs will expire on 30 December 2021.

Note that access to Singapore Airshow will be **based on the allocated days you have registered for**. Each PIN is unique and limited to **one redemption only**.

Guests are required to pre-register online; **no walk-ins will be allowed**.

For more information regarding Trade Visitor registration, please visit our event website - <https://www.singaporeairshow.com/>

Have further enquiries? Feel free to write in to us at project@singaporeairshow.com

We look forward to seeing you at Singapore Airshow 2022!