

Singapore Airshow 2022

USA Partnership Pavilion | Exhibitor Badge & Trade Invitation Exhibitor Communications #3



SINGAPORE AIRSHOW
WHERE AVIATION'S FINEST MEET
15-18 February, 2022



COMPANY NAME: «Exh_As»
STAND NO: «Exhib_Booth»

Dear «BthFirst»,

Exhibitor Badge Submission Due **Tuesday, January 18th**

The organizers are implementing a new rule governed by the Singapore police that all exhibitor badges **MUST** be registered by **Tuesday, January 18th**. Be mindful that the time zone in Singapore is (GMT+8). You may click [here](#) to use the time zone converter, however, there are many other converters you can use located on the internet.

To access the Exhibitor Badge order form, log into your online "[E-manual](#)" account, then enter your **User ID: # «UsrID»** and your **self-created password**.

Please then complete the "G1 Form" located in the "Service Forms" on the left-hand side.

Please note that if exhibitor badges are NOT completed by Tuesday, January 18th exhibitors will have to register for a Trade Visitor badge (deadline to register for Trade Visitor Badges is January 18). This means anyone with a Trade Visitor badge will not be permitted onto the show floor until 12:00 noon on Tuesday, February 15th and 9:30am on Show days (Wednesday, February 16th- Friday, February 18th). **NO EXCEPTIONS!**

Your complimentary allocation is as follows:

Exhibitor Badge: # «Exh_Badge_»

If you need to obtain more badges, they can be ordered for an additional SGD 75.00 (USD 55.55±).

Invitations Entitlement

Deadline: Tuesday, January 28

Trade Visitors are only allowed to enter the event on their allocated days and pre-registration is strictly required. Each exhibitor will receive a spreadsheet with a list of red and blue pin codes sent from the Experia Events, the organizers of the Singapore Airshow, to share with your guest.

Please inform your guest to register via this link: <https://singaporeairshow.com/register>.

Detailed information will be found in the documents linked below.

A. **Guide to issue your Trade Invites:**

A Guide on how to go about with sending your Trade Invites to your guest.

Click [SA22 – Exhibitor’s Guide to Issue Trade Invites](#) for detailed instructions.

B. Template to use when you send to your guest:

The organizers, Experia offer a template so you may expedite your invitations to your guests. However, feel free to use your own template or wish to customize, you may do so too!

You may click [Register as a Trade Visitor for Singapore Airshow 2022](#) to view the suggested template.

C. Guide for your guest to register as a Trade Visitor

You may share this PDF guide with your guest for their reference during registration.

Click [SA22 – Trade Visitor Registration Guide](#) to access the registration instructions.

Important Notice

Experia Events, the organizers, have informed us that there will be no printed materials permitted on show site other than their **visitor pocket guide**. However, we plan on having options to supply your prospective clients with your brochures, spec sheets and other informational material that would typically be handed out at a show. More information to follow.

Exhibitor Zone

Please visit our [USA Pavilion Exhibitor Zone for Singapore Airshow](#). Here you will find pertinent show information to guide you through your process. We update the exhibitor zone frequently and suggest you review it on a regular basis for changes and news.

We hope you find this information helpful. If you have any questions or concerns, please do not hesitate to contact us.

For questions regarding:

Stand design/ booth upgrades/ registration/ badging

Sharon Slender | +1 201-251-2600 x111 | SharonS@kallman.com

Sponsorship/ Advertising/ Co-Exhibitor

Erica Marino | +1 201-251-2600 x188 | EricaM@kallman.com

Custom Booth Design

Ann Kallman | +1 201-251-2600 x113 | AnnK@kallman.com

Best Regards,

The Kallman Singapore Airshow Team

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