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Dear Exhibitor,

Thank you for signing up to exhibit at NGAUS 2018.

We are pleased to announce the launch of the [Exhibitor Service Manual](#). This manual provides you with all of the materials that an exhibitor needs to have a successful experience at the event – from forms for ordering carpet, furniture, electricity, and telecommunications, to important information with regards to registration, housing, and support opportunities. It also includes details on available discounts if services are ordered by their respective earlier deadline dates. This helps you to save money and for everyone to better plan equipment needs and labor schedules – all resulting in a smooth operation and successful experience.

The Brede Allied Online ordering system is now available. Your company password for Brede Allied will be supplied within the next few days. Should you not receive your password, please contact [info@bredeallied.com](mailto:info@bredeallied.com) or 407-851-0261.

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**IMPORTANT** – Login today and make sure your listing is complete. You can login to the [Exhibitor Portal](#) with your password.

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I am here to help you prepare and plan for NGAUS 2018. Please feel free to contact me anytime with questions or concerns.

Sincerely,

**Chelsea Lear**  
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