



Exhibitor Listings – Going Through Each Step!

Let's start from the top!

- Website
 - Make sure this is up to date and a working link – this is how you are going to catch guests and get a customer for life.
- Company Description:
 - Unlimited space to speak on products and business!
 - Where Key Search Words are grabbed from! – As guests are looking through our website and listing using words like 'doors' to search – it would be a great idea for a door install company to use that!
- Show Deals
 - This is where you catch the consumer with Percentages Off, daily give aways etc.
 - You can not simply add 'Buy Now!' type of advertisements, it needs to be an actual deal.
 - These stay up to date till three months after the show – keep getting sales even after!
- New Products
 - Add any items here – these stay up to date till three months after the show and can be updated until then too!
- Personal Info URLs: Home Vs Holiday
 - Home Shows Use these fields for QR codes
 - When a QR code is scanned, it pulls from the opportunity. If you do not want your personal or direct information as a rep displayed, put a period in the exhibitor list fields and it will opt that field out!

Updating this listing takes several minutes to post to the show's website after clicking the above Save Listing button.

Street	Business Street Address	
City	City	
State/Province	State/Province	
Person	.	
Phone		
Email	jerryw@vbcad.com	
Facebook URL	Facebook URL	ex: https://facebook.com/mybook
Twitter URL	Twitter URL	ex: https://twitter.com/mytweet
Instagram URL	Instagram URL	ex: https://instagram.com/myinsta
Better Business Bureau URL	BBB URL	ex: https://bbb.com/mybbb
LinkedIn URL	LinkedIn URL	ex: https://linkedin.com/mylinkedin
Promotional Video Link	Promo Video URL	ex: https://youtube.com/myvideo
Virtual Meeting Link	Virtual Chat URL	ex: https://zvirtualchat.com/mychat
Online Store Link	Online Store URL	ex: https://zonlinestore.com/mystore
Certifications and Awards	Certifications and Awards	

Images greatly enhance your listing. Click the "Choose File" button first to browse for your file then click the associated Upload button.

The Flower Shoppe

- Holiday does not use these fields – so feel free to leave blank overall.
- Social URLs
 - Free Growth! – Let folks know how to follow you for most up to date information to get more followers, likes & repeat customers.
 - You no longer need the www. , it is now just https:// When inputting. Exhibitors get error messages a lot for this and really they just need to remove that.
 - EX. ~~www.instagram.com/thisisme~~ VS <https://instagram.com/thisisme>
- Video Links
 - We do not do tiktoks or facebook short video links, and we do not do youtube channels.
 - It has to be a specific video youtube link.

STOP!

Press Save Listing before uploading or doing any photo adds!

- Images
 - All these need to be atleast 300x300 & a jpeg image.

The Listing is now Enhanced!

Well I'm in a few different shows? Do I have to do this for each?

If you are an exhibitor in several shows – you can transfer your exhibitor listing to a different show from another!

Your show team will be able to send you an exhibitor link at any time from whatever show is the one you'd like to share between the rest of your active shows.

Unfortunately, we can not copy this over for you – so this is where you come in!

- At top of this email, there will be a list of all the shows you are a part of and you can click the box to then copy over the information.
- This is what you will see for reference!

The screenshot shows a web browser window with the URL `exhibitorportal.com/EnhancedListing?o=6CDA194A-CB57-4619-BC2C-140838A4DA78`. The page header includes the **NASHVILLE HOME SHOW** logo, the event dates **2024 Nashville Home Show September 6-8, 2024**, and the location **Music City Center**. A profile picture placeholder for **Aline Le** is shown with the email **AlineL@mpeshows.com**.

The main content area is titled **Basic Listing Information (Only your sales representative may modify)** and contains the following fields:

Company Name	The Flower Shoppe
Exhibit Space(s)	
Categories	Flowers/Plants & Trees

Below this is a yellow banner with the text: **The changes you submit here can also apply to your other events (if you like)**. A checkbox is present for **2024 Denver Home Show**.

The next section is **Enhanced Listing Info You Can Modify (Be sure to click the "Save Listing" button after making changes)**. It includes:

- Website:** `https://www.marketplaceevents.com/`
- Company Description:** A text area containing: "Established in 2011, with an Experience of 10+ Years, JK Floral is among the leading florists in Toronto, ON. At JK Floral only the finest quality products are used in our custom designs. We offer custom fresh flowers, as well as stunning gift baskets perfect for any occasion."
- Show Deal Offered:** A text area with a note: "Maximum 250 characters. Copy only, no links. Show specials, discounts, or promotions being offered."
- New Products:** A text area with a note: "Maximum 250 characters. Copy only, no links. List any new products shoppers will be interested in."

You will then need to save the listing – you won't be able to miss the green button!

exhibitorportal.com/EnhancedListingTo=6CDA194A-CB57-4619-8C2C-14083BA4DA78

Certifications and Awards
Street
City
State/Province
Person
Phone
Email

Facebook URL
Twitter URL
Instagram URL
LinkedIn URL
Promotional Video Link (YouTube or Vimeo videos only)
Virtual Meeting Request
Online Shop Link

United 2023 Best Florist in Toronto
 123 Jump Street
 Toronto
 ON
 Joanne Cary
 416.555.1234
 joanec@mpshshows.com

https://www.facebook.com/homesandgardenevents ex: https://www.facebook.com/mybook
 https://twitter.com/homeshowsex: https://twitter.com/mytweet
 https://www.linkedin.com/company/markplaceevents ex: https://instagram.com/myinsta
 https://www.linkedin.com/company/markplaceevents ex: https://linkedin.com/mylinkedin
 https://youtu.be/psdVAq4E87e-sH+G4jyELvVWT ex: https://youtube.com/myvideo
 Virtual Chat URL ex: https://zovirtualchat.com/mychat
 https://www.markplacevents.com/exhibit-with-us ex: https://zonlinestore.com/mystore

SAVE LISTING NOW before loading logos and images

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As a reminder when submitting additional information, you must comply with the terms of your License Agreement that you signed to participate in the show. This includes Subsection 1.a. of the agreement, which addresses your submission of images and other material to MPE for use in this listing that could violate the rights of others. Please review your listing carefully as some of the content may have carried over from prior shows you participated in. Please remove any outdated content.

Images greatly enhance your listing. Click the "Choose File" button first to browse for your file then click the associated Upload button. .JPG and .JPEG files only.

The Flower Shoppe Company Logo

Choose File No file chosen Upload Logo
 Logo image should be at least 300x300 pixels in size.
 .JPG and .PNG files only.

Include up to 5 images of your product/service/company/facility/staff that will appear below your company description text:

Image 1

- When you have successfully copied and saved the updated information, the following screen will show!



- This will show if they have done it correctly!