



Welcome to the IDS Exhibitor Essentials! We will contact you regularly leading up to IDS Vancouver 2024 with upcoming deadlines, announcements, and information to help make your IDS experience as smooth as possible. If you would like another team member to receive this newsletter instead of or in addition to you, please contact your IDS account manager. We are so excited to come together again for the design event of the year. Thank you for your support and participation.

Exhibitor Kit:

The updated online Exhibitor Kit is now available. It is your ultimate resource for ensuring a successful and impactful show!

The Exhibitor Kit will provide you with essential details regarding order forms & deadlines, booth display regulations, health & safety rules, marketing opportunities and much more. Please review the Exhibitor Kit thoroughly with your team in advance of the show; this website is your best tool when planning your company's participation in IDS Vancouver. There are no passwords required to access the Exhibitor Kit; this [link](#) or the button below will take you directly to the Exhibitor Kit website.

Exhibitor Kit

Exhibitor Listing:

Make sure you log in today to set up your profile for the Exhibitor Listing on the IDS Vancouver website. This listing will be your first chance to stand out and how people will find you before, during and after the show.

To begin, click on the button below labelled 'Get Started.' On the profile site, click on 'Get an Account' to activate your account. Please make sure to use the email you used to register your booth. Your information will be sent to you via email. The email will come from jeffrey.newland@informa.com with the subject line 'Welcome to your profile'. Please make sure to check your spam folder within 1 hour of request. If you have lost or forgotten your password, click the Forgot Password link to retrieve your

username and password.

If you experience any issues logging into your profile, please contact jeffrey.newland@informa.com.

Please complete your profile by **Thursday, June 14**, so that it is complete at launch.

[Get Started](#)

[Instructions](#)

GET FEATURED IN OUR SOCIAL CHANNELS:

Do you have an upcoming design event, product launch, or business announcement? Keep us in the loop as we schedule noteworthy content to be featured on IDS Vancouver's social media. To be considered for a feature, kindly provide your name and contact details to [Megan Harper](#) at Nine Point Agency. While submission does not guarantee coverage, IDS Vancouver is committed to showcasing diverse stories.

Phishing Notice:

As we get closer to the start of the show, it's (unfortunately) not uncommon for IDS exhibitors to receive phishing emails offering to sell the fair's mailing lists. Please do not respond to these messages and be assured we would never offer our lists for sale.

We ask all exhibitors to please be mindful when opening and replying to communications surrounding the fair that are not from an email ending in @informa.com (and later you will be receiving ticket portal communications once it is launched from @microspec.com). Please don't hesitate to contact your account manager if you are ever uncertain about an email you received.

Booth Design Submissions & Sustainable Booth Design:

If you have not already done so, please don't forget that your Booth Design must be submitted to [Christine Heyman](#) by **June 3, 2024**. If you need extra time, please [email to let her know](#).

Exhibitors must also fill out the [Mandatory Sustainability Booth Survey](#) before **June 3, 2024**. The following elements of your booth design must be either re-usable or recyclable: Walls/Structure, Flooring Platform, Lighting, and Furniture.

Should you have any questions or require further assistance, simply reach out to your account manager or our [Operations Team](#), and we'll be more than happy to assist you.

Warm regards,
The IDS Team