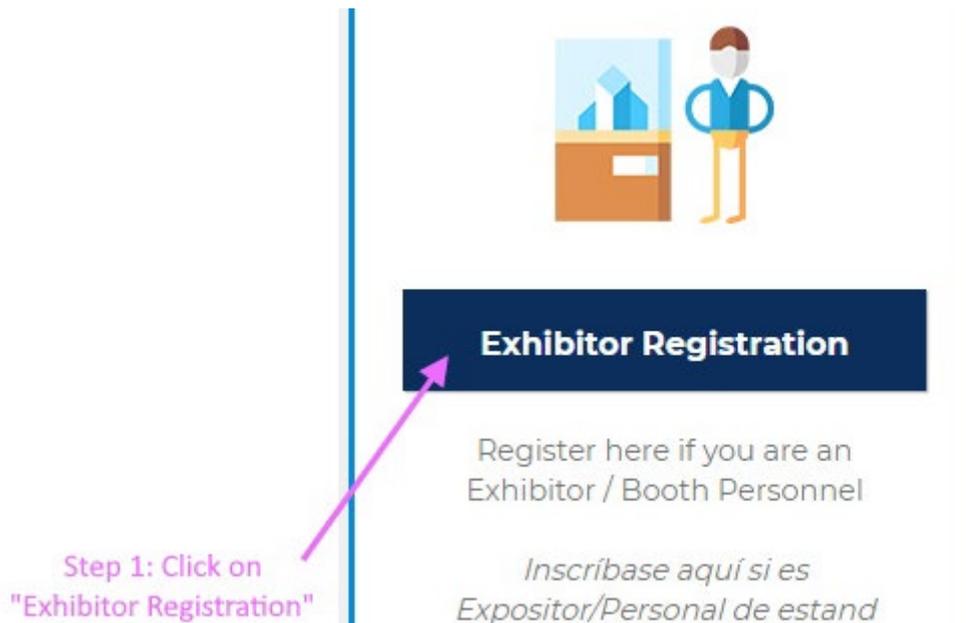


NEW ONLINE REGISTRATION TUTORIAL FOR EXHIBITORS

1. Registration website: <https://registration.experientevent.com/showiaa212>



**Step 2:** Enter the first few letters of your company name. For example MyCo would be enough if your company name is MyCompanyName

 The Leisure Industry's Premier Event in Europe

Conference: 27–30 Sept. 2021  
Trade Show: 28–30 Sept. 2021

Fira Barcelona  
Gran Via Spain

**Company Search | Búsqueda de Empresas**

Enter the first several letters of your company name and click Search.

*Escriba las primeras letras del nombre de su empresa y haga clic en Buscar.*

Company Name

MyCo

Q Search

← Back

### Step 3: Click on your company name

#### Company Search | Búsqueda de Empresas

Enter the first several letters of your company name and click Search.

*Escriba las primeras letras del nombre de su empresa y haga clic en Buscar.*

Company Name

**Q Refresh Results**

- Aqua Drolics >
- Aquaglide >
- Aquakarting >**
- Aquakita >
- AQUARENA GmbH >
- AQUATEC Europe - AQUANEO >
- Water Technology, Inc. / Neuman Aqua >
- World Association of Zoos and Aquariums (WAZA) >

[← Back](#)

Step 4: Fill in your password and click Next → this is your **company member ID number**. Don't know your company member ID number? Contact [EMEA@IAAPA.org](mailto:EMEA@IAAPA.org) for help.

#### Validate | Validar

##### Yonoton

Enter your password and click Next.

*Escriba su contraseña y haga clic en Siguiente.*

Password

Remember Password | Recordar Contraseña

Forgot your password? | ¿Ha olvidado su contraseña? [Click here](#) to have your password sent to the email address that we have on file for your company | se le enviará su contraseña a la dirección de correo electrónico que tenemos registrada para su empresa.

**Next →**

[← Back](#)

**Step 5: You are now on your Dashboard for Exhibitor Badges. From this page you can**

- a. Register the personnel that work on your booth
- b. Send your customers/partners an automated invitation to attend IAAPA Expo Europe for free!

Click here if you wish to create badges for the personnel that will work on the booth at IAAPA Expo Europe 2021 for your company.

The number of exhibitor badges is limited and connected to the ground surface of your booth

Click here if you wish to send your (potential) customers a standard email with a link that enables them to register for free to come and meet you at IAAPA Expo Europe.

Registration Type(s) <i>Tipos de Inscripción</i>	Allotment Total <i>Cupo Total</i>	Total Registered <i>Total de Inscritos</i>	Allotment Available <i>Cupo Disponible</i>
Exhibitor	7	0	7

**Manage List**      **Add/Edit Personnel**  
*Agregar/Editar Personal* →

**Invite Guests**

**Scan Your Customers**      **Go!** →  
*Launches in new browser window*

### Step 5a1: Register personnel (exhibitor badge)

Click on “Add New Person” and a form will open.

You can simply fill in the form with the details of the person you wish to register, including their job title, email address and mobile phone number. If you wish to receive a copy of the registration confirmation, please add your own email address under ‘Email CC’.

If you filled in on the fields correctly and you ticked the boxes for our policies, you can add the person to the registration.

### Step 5a2: Add Special Ticketed Events

Pick and choose the special events that you find interesting. As an exhibiting member, you have complimentary access to the Conference and Opening Keynote by Doug Lansky. If you plan on attending, please add them to your registration for free. Other tickets can be added with a cost; the more you add, the larger the applied savings will be.

## Special Ticketed Events | Eventos Especiales con Entrada

# Dashboard

An IAAPA name badge and tickets are required for admittance to all ticketed events. Must be 18 years or older to participate in ticketed events.

**IAAPA Members - The more you purchase the more you save!**  
 2 items - 5% savings  
 3 or 4 items - 10% savings  
 5+ - 15% savings

Each event has a maximum number of tickets which can be purchased by one registrant. To purchase more than the displayed maximum for an event, contact [IAAPAEurope@Maritz.com](mailto:IAAPAEurope@Maritz.com).

Es necesario contar con una credencial de la IAAPA y entradas para ingresar a todos los eventos que las requieran. Para participar en los eventos que requieran entradas se debe tener 18 años o más.

**Miembros de la IAAPA - ¡Cuanto más compren, más ahorrarán!**  
 2 elementos- 5 % de descuento-  
 3 o 4 elementos- 10 % de descuento  
 5+ - 15 % de descuento

Cada evento tiene un número máximo de entradas que pueden ser compradas por un mismo participante. Para comprar más del máximo indicado para un evento, escriba a [IAAPAEurope@Maritz.com](mailto:IAAPAEurope@Maritz.com)

	Regular Jun 30 - Sep 30
<b>Add</b> <a href="#">Conference Programme</a>	€0.00
27 SEP 2021 MONDAY 08:00 - 20:00	
<b>Add</b> <a href="#">EDUTour to PortAventura World</a>	€130.00
<b>Add</b> <a href="#">IAAPA Safety Institute at PortAventura World</a>	€130.00
<b>Add</b> <a href="#">Sustainability Day</a>	€130.00
<b>Add</b> <a href="#">Water Park Day at Water World &amp; Aquadiver</a>	€130.00
27 SEP 2021 MONDAY 10:00 - 18:00	
<b>Add</b> <a href="#">Indoor Entertainment Day at Fira Barcelona Gran Via</a>	€130.00
28 SEP 2021 TUESDAY 09:00 - 10:00	
<b>Add</b> <a href="#">Opening Keynote by Doug Lansky on Futureproofing the Attractions Industry</a>	€0.00
28 SEP 2021 TUESDAY 18:30 - 22:00	
<b>Add</b> <a href="#">Opening Reception at Tibidabo</a>	€130.00
29 SEP 2021 WEDNESDAY 08:30 - 10:00	
<b>Add</b> <a href="#">Leadership Breakfast: Keynote by Sam Conniff on Leadership with a Twist</a>	€130.00
29 SEP 2021 WEDNESDAY 12:00 - 13:30	
<b>Add</b> <a href="#">Lunch &amp; Learn by Dr. Rebecca Homkes on Strategy and Growth out of a Downturn</a>	€110.00
29 SEP 2021 WEDNESDAY 18:30 - 21:30	
<b>Add</b> <a href="#">Students Forum</a>	€110.00
<b>Add</b> <a href="#">Young Professionals Forum</a>	€110.00
30 SEP 2021 THURSDAY 12:00 - 13:30	
<b>Add</b> <a href="#">Lunch &amp; Learn Young Professionals</a>	€110.00

## Step 5b2: Invite customers/partners to visit for free

By clicking on 'Invite Guest' you can use the registration system to send automatic emails to your customers, just by entering their first name, last name and email address. You can also change the subject / title of the email that is sent. The email they will receive looks like the email below:



Dear "First Name Last Name":

The link below will allow you to register and obtain COMPLIMENTARY entrance to the expo at IAAPA Expo Europe 2021 - Fira de Barcelona, Grand Via. Please attend as our guest, and visit our booth.

INVITED BY: "Exhibiting Company"  
BOOTH#: "Booth Number"

[Click here to register](#)

We look forward to seeing you in Barcelona!

The link above is a placeholder for the link that you would automatically send. To test it out, you could send the email to yourself first and see how the email looks like and what the link is that you could send to your customers (you could potentially create your own emails and include the link).

Another way to invite your customers, is to send them an 'exhibitor guest code' so they can follow the regular attendee path. If you don't remember your exhibitor guest code, please contact your sales manager at IAAPA.