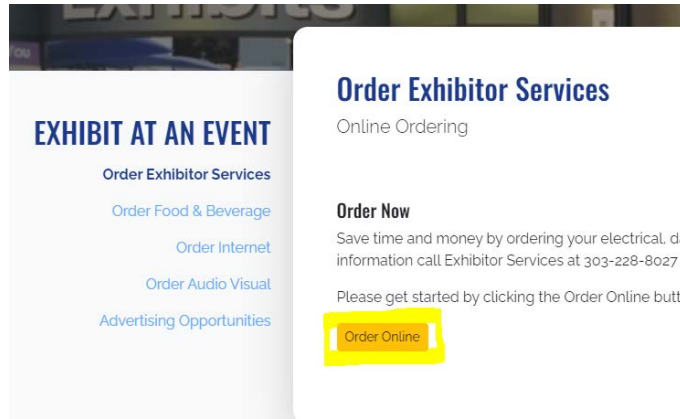


Please visit  
[www.denverconvention.com](http://www.denverconvention.com)

Hover over the tab labeled  
“Exhibit at an Event.”

Select “Order Exhibitor  
Services,” then “Order  
Online.”



### Calendar of Events

Name  Date

18 - 24  
FEB

Denver Gift Show 2022



21 - 04  
FEB - MAR

2022 PowerTest Electrical Maintenance  
& Safety Conference



Search or scroll to find the  
name of your event and select  
“Go to Store.”

If you are a new user or do not have login  
information for a pre-existing account, **sign up** for an  
account.

A "Sign In" form with the heading "Sign In". Below the heading is the text "I have previously registered and my password is:". There are two input fields: "Email" with a person icon and "Password" with a lock icon. Below the fields is a checkbox labeled "Remember me" and a "Sign In" button. At the bottom, there is a link "Forgot your password? | I have never registered" followed by a yellow "Sign Up" button.

### Booth Information

Booth Information

Booth \*

Other Information

Enter your booth number (which can be obtained from the  
General Service Contractor for the event).

You will see the welcome page and select “**continue**” in the bottom right-hand corner.

Select the quantity for the number of items you need and scroll down to the bottom of the page to click “**Continue**” *\*This step is important to ensure items are saved in your cart.\**

**Navigation**

- Welcome Exhibitors
- Frequently Ordered Services
- Electrical >
- Technology & Telephone >
- Plumbing
- Interactive Map
- Centerplate Booth Services Catering Menu
- Smart City - Internet Services Provider

Search  Search  0.00

### FREQUENTLY ORDERED SERVICES

To request a service or item, indicate the quantity needed, then click the Continue button at the bottom of the form.

	<b>5amp</b> <a href="#">View Details</a>	Quantity <input type="text" value="1"/> x 100.00	Total <b>100.00</b>	<input type="button" value="Remove"/>
	<b>10amp</b> <a href="#">View Details</a>	Quantity <input type="text" value="0"/> x 115.00	Total <b>0.00</b>	<input type="button" value="Select"/>
	<b>20amp 2 plug</b> <a href="#">View Details</a>	Quantity <input type="text" value="0"/> x 130.00	Total <b>0.00</b>	<input type="button" value="Select"/>

Proceed to select the quantity of items you need from any other section. Once you are finished, click directly on the **cart** in the upper right-hand corner of the page.

Select “**Pre-Checkout**” to go to the next page.

Search  Search  100.00

### ELECTRICAL SERVICES & EQUIPMENT GUIDELINES

1. SMG/CCC conducts an audit of power supplied to all exhibits. Exhibitors will be required to pay onsite rates for additional or unauthorized use of services. Services may be disconnected pending full payment.
2. SMG/CCC employs licensed electricians who are legally obligated to verify that exhibitor owned electrical material or equipment, including power distribution systems used during an event, comply with the **National Electrical Code** or are **U.L. approved**. Special attention is given to the grounding of equipment. **The electrical department will make the final determination in allowing the use of any electrical material or equipment.**

If you have a pre-existing floor plan you may upload it here and checkout.

If you do not have a pre-existing floor plan you can create one directly on this page.

### ITEM PLACEMENT

Upload a diagram for your booth or use the grid below to indicate item placement.

Complete Item Placement Grid  
 Upload File

You have items that require placement. Please use the grid below to indicate where these items should be placed within your booth. To place an item, click and drag the numbered square to the desired location within the booth drawing.

1) Configure Booth ?

What shape is your booth?

Add Booth Note:

Add  
Reset

2) Place Items ?

3) Free Draw ?

NASCC - The Steel Conference 2022|19067

Scale: 1 square = 1 sq. ft. / ~.3 sq. meter (click to edit)

Booth: 236

Aisle/Booth # \_\_\_\_\_

Ais

Front of Booth

Back to Cart
Checkout

✓ Configure Booth ?

What shape is your booth?

Add Booth Note:

Add  
Reset

2) Place Items ?

3) Free Draw ?

NASCC - The Steel Conference 2022|19067

Scale: 1 square = 1 sq. ft. / ~.3 sq. meter (click to edit)

Booth: 236

Aisle/Booth # \_\_\_\_\_

Ais

Front of Booth

Click on the shape of your booth to populate on the grid.

You may move it around, add notes, or reset, if needed.

For **island booths** (aisles on all sides), please double-click on "Aisle/Booth #" and label surrounding booths.

Ex: Front of booth facing #235

Click on banner labeled  
“2) Place Items.”

Drag and drop each item to be placed on floor grid or select “3) Free Draw” if you would like to draw on the floor grid

✓ Configure Booth ?

2) Place Items ?

1: 5amp (x1)

1

Add note for 5amp

Add

Reset

3) Free Draw ?

NASCC - The Steel Conference 2022|19067

Scale: 1 square = 1 sq. ft./ ~.3 sq. meter (click to edit)

Booth: 236

Aisle/Booth # \_\_\_

Ais

Front of Booth

✓ Configure Booth ?

✓ Place Items ?

1: 5amp (x1)

Add note for 5amp

Add

Reset

3) Free Draw ?

NASCC - The Steel Conference 2022|19067

Scale: 1 square = 1 sq. ft./ ~.3 sq. meter (click to edit)

Booth: 236

Aisle/Booth # \_\_\_

Ais

Front of Booth

Back to Cart

Checkout

If you are done adding notes,  
proceed to “**checkout.**”

Lastly, you will enter payment information and place your order.

Your receipt will be automatically emailed to you within 1 business day. Please contact the exhibitor services department if you do not receive a receipt after 1 business day.