

DOWNTOWN RALEIGH HOME SHOW

FEBRUARY 17-19, 2017
Raleigh Convention Center

How-to set up your company's Exhibitor Listing

How-to create your listing - as easy as 1-2-3-4!

1. Enter your company info online at:
<http://www.raleighspringshow.com/add-exhibitor-login>
2. Log in with the username: **RHSFebruary** and
password: **RHSFebEX7**
Please note that the password is case sensitive. Contact your show
manager if you want to fax/email your information.
3. We will create your company profile and set up your
Get a Quote form.
4. We will update and maintain your page through the year as required
so you can promote product launches, store sales, events and more
through your company page year-round!

Tips to get the most out of your listing

- Enter a full description of your company. The more information you
provide the better, as it will help people find you using the search tool.
- Use as many keywords as possible. The keywords will help you appear
in the search results. If you sell different types of products, be sure to
list them all.
- Select the category that best represents your company. Your
company will be listed under this heading.
- Include your booth number. Make sure customers can find your
company on the show floor.
- Offer a show special or discount. Use a promo code or offer a percentage off to people who mention your listing, this way
you can track the results.
- Follow up with email requests. Be sure and reply to any quote requests you receive - try and make appointments with
customers during the show.

The screenshot shows the website interface for adding an exhibitor listing. At the top, there's a navigation bar with links for 'INFORMATION', 'SHOW FEATURES', 'EXHIBITOR LIST', 'LOOKING TO EXHIBIT', 'BLOG & SOCIAL', and 'BUY TICKETS'. Below the navigation is a large image of a fire pit with a waterfall. The main content area is titled 'EXHIBITOR LISTINGS' and contains a form titled 'ADD YOUR EXHIBITOR LISTING'. The form includes fields for Company Name, Address 1, Address 2, City, State/Province, Zip/Postal Code, Phone Number, Booth #, Website, Facebook page, and Twitter page. There is also a section for 'RECEIVE A BOOTH QUOTE' with a 'BOOTH QUOTE' button. Below the form, there are several promotional banners, including one for 'advertise here' and another for 'get noticed ADVERTISE HERE'. At the bottom right, there is a 'subscribe now' button.

Benefits of creating your company listing

VISIBILITY - Receive a full page on our website! Detailed company information will remain on the Spring Raleigh Home Show website (www.downtownraleighhomeshow.com) for the entire show season.

SALES - Consumers can contact you through a search function and email form and you can immediately respond to requests for more information.

Need more help?

If you need technical help or want to make changes to your listing, please email **Jen Shaw** at jens@MPeshows.com.