SAE 2011 **AeroTech** Congress & Exhibition
October 18-21, 2011
Centre de Congrès Pierre Baudis
Toulouse, France
www.sae.org/aerotech
SAE International

Exhibitor Registration Instructions

*** There is no Group Registration**. Each booth personnel will need to register themself. Please share these instructions and the Booth Exhibitor ID with your team.**

1. **Go to http://www.sae.org/events/atc/registration.htm**

2. Click on Register Now!

3. Enter your individual **User ID** and Password (**NOT** the Exhibitor ID). If you don't know it, search the database by clicking on the **Sign Up/Get Started Now** button and search via your email address. Or **call 1-888-875-3976 (U.S. and Canada only), 724/772-4086 (outside the U.S. and Canada)**

   NOTE – If you search for your credentials or create a new account, you may need to click on the registration link again: http://www.sae.org/events/atc/registration.htm

4. Click on **Exhibitors** Tab

5. **Check the box** for the *Exhibitor Booth Personnel*. Enter the **Exhibitor I.D**. (provided by the booth contact) and complete all applicable information and click **Proceed.**

6. On the Registration Summary page, please review your selections and click **"proceed"** or if you need to change the information click **"Change Selections"** **While the registration is complimentary, any additional tours etc. will incur the appropriate FR VAT tax.**

7. The asterisk (*) denotes required fields. The system will not allow you to advance without answering these questions. When complete, click **Proceed**.

8. If your order is complete click **Send Order**.

9. To expedite your check-in, please print the confirmation letter and bring this barcode on-site to the E-Badge Check-In Area. An e-mail confirmation will also be sent. **If you need to make a change to your registration or have any questions, please contact SAE Customer Sales and Support at CustomerSales@sae.org or call 1-888-875-3976 (U.S. and Canada only), 724/772-4086 (outside the U.S. and Canada)**