



## Exhibitor Registration Instructions

An EXHIBITOR ID has been assigned to each exhibiting company and is required for Exhibit Booth Personnel Registration. Each exhibiting company's primary contact has received their company's EXHIBITOR ID.

Each booth personnel must register individual for this event. It is the sole responsibility of the primary contact to share the EXHIBITOR ID with individuals assigned to staff their booth during this event. SAE cannot provide the EXHIBITOR ID to any individual other than the primary contact.

### Registration Instructions

1. Go to <http://www.sae.org/events/dod/registration.htm>
2. Click on [Register Now](#)
3. Enter the First & Last name and click Continue
4. If your customer record displays, you can click on "Register" and update your contact information.
5. If your customer record does not display, click Continue.
6. Choose appropriate category: (Military Branch - Applies to Uniform Service Members Only) or select Civilian/Other to register your and click Continue.
7. Please complete the attendee information requested and click Continue. (Required fields are highlighted in blue)
8. Enter **EXHIBITOR ID Number** and click Continue – **Important: enter the exhibitor ID for anyone needing access to the show floor prior to published show hours.**
9. Select a registration package and click Continue (See note below)

**Note:** Limit two (2) complimentary exhibitor registrations per 10'x10' booth space. If your company has a larger booth the contact person would have been notified, via e-mail, of how many complimentary registrations your company will receive.

**(Please use all your complimentary registrations before using any other registration category)**


10. Complete all requested information and click Continue
11. Upon completion, print the Registration Confirmation Letter and bring with you on-site to the registration area.
12. An e-mail confirmation will be sent to the email address provided on the registration once your registration has been processed. **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](mailto:CustomerSales@sae.org) or call 1-888-875-3976 (U.S. and Canada only), 724/772-4086 (outside the U.S. and Canada)**

DOD 2011 - Windows Internet Explorer

https://register.rcsreg.com/r2/dod2011/top.html?t=1308770631

File Edit View Favorites Tools Help

DOD 2011



**Registration Package**

<input type="radio"/> Military 0-1 to Mil 0-3 and E-1 to E-9	\$395.00
<input type="radio"/> Exhibitor, ID# required limit 2 per 10x10 exhibit space	FREE
<input type="radio"/> Exhibitor Reduced rate registration (limit 2 per exhibiting company)	\$580.00
<input type="radio"/> Exhibitor Rate (Over reduced rate and free allotments)	\$780.00

**Tours**

Tours: All tours are limited to US Citizens Only and require photo ID to attend. All tours run concurrent and depart Thursday, November 17, 2011 at 10:00am.

<input type="checkbox"/> Lockheed Martin Aeronautics Manufacturing Facility (US Citizens Only – Photo ID Required) -	1 @	\$50.00 = \$ 0
<input type="checkbox"/> Peterbilt Motors Company Manufacturing Facility (US Citizens Only – Photo ID Required)	1 @	\$50.00 = \$ 0
<input type="checkbox"/> Bell Helicopter Repair and Overhaul Center (US Citizens Only – Photo ID Required)	1 @	\$50.00 = \$ 0
<input type="checkbox"/> American Airline's AFW Maintenance Base at Alliance Airport (US Citizens Only – Photo ID Required)	1 @	\$50.00 = \$ 0

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**NOTE: Do not use the browser back button.**

Need assistance?  
Please call our Customer Service Department at:  
(724)776-4970 or (877)606-7323.

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As complimentary and reduced registrations are used, they will drop from the menu offering.