



Post-Show Attendee List Is Now Available!

The PPAI Expo 2012 post-show attendee list of distributors is now available online. This list, which may only be used one time for post-show marketing, is available to The PPAI Expo 2012 exhibiting companies. The list contains all verified distributors from the show and will only be available for download through Friday, February 24, 2012.

Usage Guidelines For PPAI Post-Show Attendee Lists

Post-show attendee lists are provided to The PPAI Expo 2012 exhibiting companies as a value-added booth benefit. Each exhibiting company of The PPAI Expo 2012 can access the list ONE time and once you have accessed the list, it will not be available for future downloads. **This list may be used to send one email and one mailing ONLY.**

By ordering and downloading The PPAI Expo post-show registrant list, you acknowledge the list remains the property of PPAI and must be returned to PPAI upon request. Its sole purpose is for marketing your company's presence at The PPAI Expo 2012 and should not be used for any other purpose, duplicated, or distributed to any person, company or entity for any reason.

PPAI staff works with various industry distributors to closely monitor the use of the pre- and post-show lists. **Exhibitors who abuse the pre- and post-show list usage rules will be fined a minimum of \$500 per occurrence and will not have access to future list or be allowed to participate in future PPAI trade shows until fines are paid in full.**

Please note: PPAI is the owner of this list and maintains the hygiene of this list. Per United States Postal Service requirements, this list has been run through the NCOA (National Change of Address) database. You are authorized to use this list on a 1-time basis only prior to February 24, 2012. PPAI takes no responsibility if this list is used after February 24, 2012 at which time this list will no longer meet USPS guidelines.

For more information about correct usage of the pre- and post-show lists, please contact the Expositions Team at 888-I-AM-PPAI.

INSTRUCTIONS

To access the list, click on the following link: www.accureg.com/ppai12/attfileprod.html

Please note: The list can only be accessed ONCE by each exhibiting company. Once you have accessed the list, it will not be available for future downloads. Before continuing, please read the usage guidelines for the post-show list and click on "I agree to the terms above." You will not be able to download the list until you have agreed to the usage rules.

Next, select your company name. Click on the first letter of your company, and then use the pull down list in the Select Company field to select your company name.

Enter the user name as provided below, your show access code for the password, enter your e-mail address, and click the Login button.

UserName:	EXPO2012
Password:	Your Company's Show Access Code

****Please note: the username and password are both case sensitive.***

The data is available both in Excel and comma-separated value formats, in a standard zip file or in a self-extracting zip file format.

The easiest way to download this information is to use the self-extracting zip file next to the file format of your choice. Follow these steps for downloading the information.

1. At the File Download prompt, select *run this program from its current location* and click on *OK*.
2. This may bring up a security-warning box to notify you that the origin of the program cannot be verified. Don't be alarmed! Your system is simply notifying you that it does not recognize where this program came from. If you get this security warning, answer *YES* to tell the computer to proceed with the download.
3. At the next prompt, type the location where you would like the file to be downloaded or use the browse button to select a directory.
4. Click on *Unzip* to complete the process.
5. When the file has been transferred to your directory, you will receive a message stating that the download is complete. Your file has now been stored in the directory you specified in step #3. Click on *OK*, and then click *Close* on the WinZip Self-Extractor dialog box to close the program.

If you have a Zip utility such as WinZip on your computer, you may prefer to download the file and unzip it yourself. To download the information in this manner, simply click on the Standard Zip file next to the file format of your choice, and then follow the prompts to download. Once the file is downloaded, open your Zip utility to extract the data.

If you have encountered any problems while downloading your attendee list, please contact Exhibitor Services at 888-I-AM-PPAI.