

How to Purchase a Booth Online – Exhibitor Guide

1. Log In

- Go to: <https://exhibit.textiles.org/Expo2026/Public/Enter.aspx>
- Enter the access code provided by your ATA sales rep
- Click **Login**

Home ▾ Pre-Sales Contract My Account Floorplan Exhibitor Login

The section of the web site that you are trying to access is available only to registered exhibitors. Please log in to access this section.

Welcome to Exhibitor Central
Exhibitor Central is used for booking your booth and all payment-related items for Advanced Textiles Expo 2026, colocating with SENA.

Log in today to:

1. To reserve your booth
2. Print your account statement
3. Make a payment online

Access Code (password)

☐ Stay signed in **Login**

Forgot your company access code?
No worries. We can [retrieve](#) your access code.

Create a new account
[Click here](#) to create your account and access Exhibitor Central to reserve a booth.

Quick Links

2. Review Company Information

- Click **Edit** to verify and update your company's contact details.

3. Assign Contacts

- Use the dropdowns to assign a contact for each role:
 - **Primary** – Main contact for booth and contract details
 - **Secondary** – Backup if Primary is unavailable
 - **Invoice** – Handles booth payment
- Click **View/Edit** to confirm contact info.

Note: One person can serve multiple roles.

Home ▾ Pre-Sales Contract My Account Floorplan Exhibitor Login

Exhibit Space Contract

Company Info
Click "Edit" to update if this information is incorrect.

ATA Admin
1801 County Road B West
Suite 100
Roseville, MN 55113
United States

Edit

Booth Contacts
Choose a contact or add a new contact using the drop down menu.

Primary Contact* **View/Edit**

Secondary Contact* **View/Edit**

Invoice Contact* **View/Edit**

4. Select Your Booth

- Choose your booth from the dropdown menu.
- This will automatically fill in your order details and required payment.

Invoice Contact* Katie Mackenzie [View/Edit](#)

Booth Choice
Select the booth you would like to confirm.

First Booth Choice*

Select one

Select one

350 (100.00 sq ft)

Order Details
Review your order details.

Payment Info
Enter your payment details.

Amount Charged* Amount to be charged

Payment Method* Pay by Credit Card

Booth Choice
Select the booth you would like to confirm.

First Booth Choice* 350 (100.00 sq ft)

Order Details
Review your order details.

Order Details	Price	Qty	Total Amount	Amount Due
BOOTH 350	\$36.70	100.00	\$3,670.00	\$917.50
Corner	\$290.00	1.00	\$290.00	\$72.50
Total cost: \$3,960.00				
Minimum Payment Due: \$990.00				

Payment Info
Enter your payment details.

Amount Charged* 990.00

Payment Method* Pay by Credit Card

5. Enter Payment Details

- Complete the **Payment Info** section.

Minimum Payment Due: \$990.00

Payment Info
Enter your payment details.

Amount Charged* 990.00

Payment Method* Pay by Credit Card

Name
(as it appears on the Credit Card)* Name on credit card

Card Number* Card Number

Accepted Card Types 

Expiration Date* --Select Month-- --Select Year--

CVV*

6. Sign the Contract

- Fill out the **Contract Info** section to digitally sign.

Contract Info- Digital Signature

The person responsible for and authorized to sign this application is:

First Name*	First Name
Last Name*	Last Name
Job Title*	Title

7. Agree to Terms

- Review the Terms & Conditions
- Check the agreement box and click **Submit**

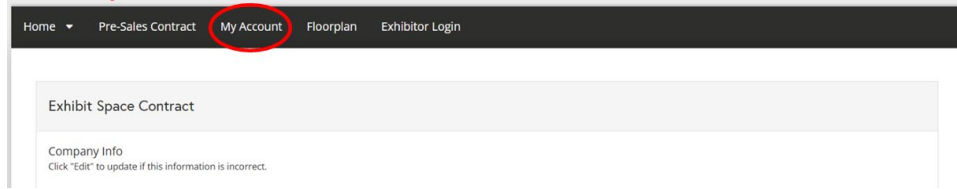
Exhibitors are responsible for ensuring their booth display complies with all exhibit dimension regulations. Details can be found here: <https://bit.ly/rxzxboisplayregs>.

☐ agree with terms and conditions.

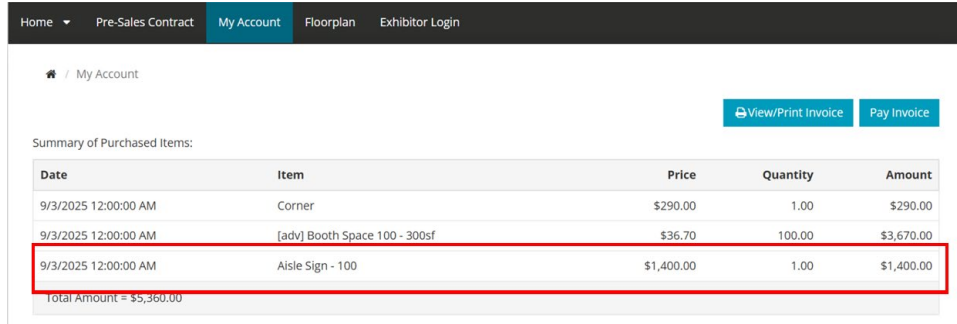
Additional Payments (if applicable)

If you have extra items (e.g., sponsorships, wire fees), follow these steps after submitting your booth order:

1. Click **My Account** in the top navigation



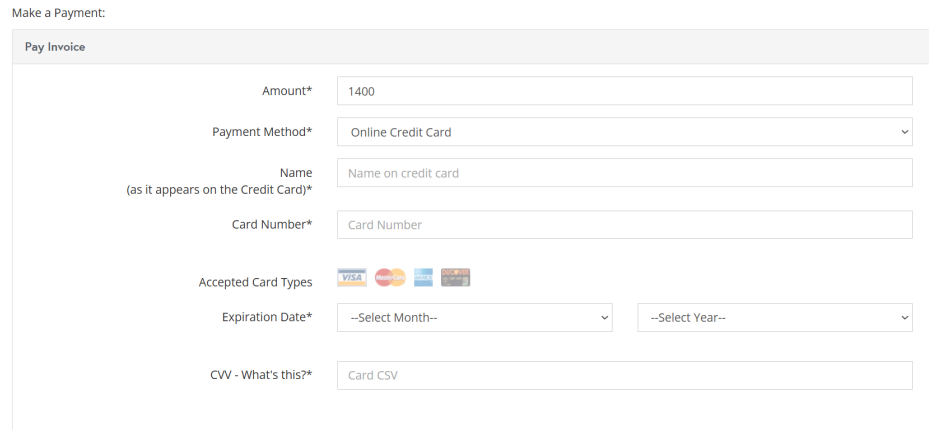
2. The additional item(s) will be included in the **Purchased Items Summary**

A screenshot of the 'My Account' page. The top navigation bar is the same as the previous image. Below it, there is a 'My Account' section with a 'View/Print Invoice' button and a 'Pay Invoice' button. The main content area is titled 'Summary of Purchased Items:' and contains a table with the following data:

Date	Item	Price	Quantity	Amount
9/3/2025 12:00:00 AM	Corner	\$290.00	1.00	\$290.00
9/3/2025 12:00:00 AM	[adv] Booth Space 100 - 300sf	\$36.70	100.00	\$3,670.00
9/3/2025 12:00:00 AM	Aisle Sign - 100	\$1,400.00	1.00	\$1,400.00
Total Amount = \$5,360.00				

The row for 'Aisle Sign - 100' is highlighted with a red border.

3. Scroll to **Make a Payment**

A screenshot of the 'Make a Payment' form. The form is titled 'Pay Invoice' and contains the following fields:

- Amount*: 1400
- Payment Method*: Online Credit Card (dropdown menu)
- Name (as it appears on the Credit Card)*: Name on credit card
- Card Number*: Card Number
- Accepted Card Types: VISA, MasterCard, American Express, Discover
- Expiration Date*: --Select Month-- (dropdown menu) and --Select Year-- (dropdown menu)
- CVV - What's this?*: Card CSV

4. Enter payment information and click **Submit**