



# GEORGIA PROCUREMENT CONFERENCE 2019

Procurement...Engaging to Serve



## Conference Tracker Registration Instructions - Exhibitors

Here are step-by-step instructions of how to register for the 2019 Georgia Procurement Conference. Registration will take place [here](#).

This year's registration is hosted by Engineerica Conference Tracker. To begin registration, visit [www.conftrac.com/doas](http://www.conftrac.com/doas).

Once you enter the website, you will see this registration landing page. Click **“Register as Exhibitor.”**

**Georgia Procurement Conference 2019**

Procurement...Engaging to Serve!

December 14, 2018  
April 23/24/25, 2019

Georgia® Procurement Conference

DOAS GPC

REGISTER AS ATTENDEE

REGISTER AS EXHIBITOR

Conference Tracker

[www.engineerica.com/conferencetracker](http://www.engineerica.com/conferencetracker)

Register the first exhibitor from your firm as the Sales Administrator. The system will collect that individual's information and preferred badge name. At the bottom of this page, check Add Additional Representatives. You will continue to register the names of all exhibitor representatives coming to the conference from your firm. Use the first name that should appear on their conference badge. The second individual is included in the booth pricing. All other individuals will be required to pay \$250.00.

NOTE: All exhibitors attending the conference must be registered; badges may not be shared or modified.

Company / Institution (*)	<input type="text"/>
First name (*)	<input type="text"/>
Middle name	<input type="text"/>
Last name (*)	<input type="text"/>
Preferred first name on Badge (*)	<input type="text"/>
Email (*)	<input type="text"/>
Password (*)	<input type="password"/>
Repeat Password	<input type="password"/>
Title (*)	<input type="text"/>
Business Address (*)	<input type="text"/>
Business Address 2	<input type="text"/>
City (*)	<input type="text"/>
State (*)	<input type="text"/>
Zip Code (*)	<input type="text"/>
Work Phone (*)	<input type="text"/>
Work Mobile (*)	<input type="text"/>

Reserve your spots for the Exhibitor Training Webinar and Conference Meet and Greet by clicking answering the following questions. *\*Please note: Each company registered will receive meals for up to two participants, attendance at the Opening Session, Exhibitor Training Opportunities, and Networking Receptions. Space is limited and slots will be filled on a first-come, first-served basis.\**

## Questions

---

Will you attend Training Session at 9am, April 23rd?

Attend Training session:  Yes  
(\*)  No

How many representatives will need to be provided for lunch on April 23rd?

Include yourself: (\*)

Will you attend the Meet and Greet at 5:30pm on April 23rd?

Attend Meet and Greet?  Yes  
(\*)  No

Select the **Booth Type** you would like to purchase.

Each company that wishes to participate in the GPC must purchase a booth and complete registration information for all of its exhibitor representatives. Standard and Premium Booths are 10' x10' and include Pipe and Drape for booth, a company identification sign, table, 2 chairs, and wastebasket. Premium Booths are located at or near an entry, exit, or high-traffic area for maximum booth exposure. Vehicle Booths are 15' x 20' and include the same amenities and signage as Standard/Premium Booths.

- Booth Type (\*)
- Standard Booth - \$1500 (\$ 1500)
  - Premium Booth - \$1800 (\$ 1800)
  - Inside Vehicle - \$3300 (\$ 3300)
  - Outside Vehicle - \$3000 (\$ 3000)
  - 2 x Standard Booths - \$3000 (\$ 3000)
  - 2 X Premium Booths - \$3600 (\$ 3600)

To add Sales Representatives, select Register Representatives and fill in the blank fields. *\*Each representative will receive an email confirming their registration.\**

## Add Additional Exhibitor Representatives

---

Register your sales representatives, if any.

Register Representatives

### Exhibitor Representative Registration #1

---

Fields marked with (\*) are mandatory

First name (*)	<input type="text"/>
Middle name	<input type="text"/>
Last name (*)	<input type="text"/>
Email (*)	<input type="text"/>
Title	<input type="text"/>

Add another

Remove

Once your Exhibitor Registration form is completed, click "**Continue**" at the bottom of the screen. You will receive an email stating that your Registration has been received, but your payment awaiting confirmation.

Your registration to Georgia Procurement Conference 2019 has been received on 12/17/2018 03:46 PM and it's waiting to confirm payment.

If you have questions about your registration, contact [gpc.info@doas.ga.gov](mailto:gpc.info@doas.ga.gov).

To find additional information about the Conference, please refer to <http://doas.ga.gov/state-purchasing/Events/Georgia-Procurement-Conference-2019>.

On the next page, enter the captcha code and click **“Continue”** to proceed your payment information.

**Confirm your registration**

Registration fee	\$0
Booth Type > Standard Booth - \$1500	\$1500

Discount coupon

---

**Total:** **\$1500**

Enter captcha code

Code is not case sensitive

Conference Tracker will redirect you to PayPal. Click **“Pay with Debit or Credit Card,”** to enter your billing details.

🛒 \$600.00 USD

**Pay with PayPal**

Enter your email address to get started.

[Use phone number instead](#)

or

[English](#) | [Français](#) | [Español](#) | [中文](#)

State of Georgia Department of Administrative Ser...

🛒 \$600.00 USD

**PayPal Guest Checkout**

We don't share your financial details with the merchant.

**PayPal is the safer, easier way to pay**

No matter where you shop, we keep your financial information secure.

Country: United States

VISA  M/C  DISCOVER

Card number

Expires  CSC

First name  Last name

**Billing address**

Street address

Apt., ste., bldg.

City

State  ZIP code

Once your payment is submitted and processed, you will receive an email confirming your registration.

Hi John Smith,

We have accepted your registration for [redacted] to Georgia Procurement Conference 2019 for April 23,24,25 on 12/17/2018 03:49 PM. |

If you have questions about your registration, contact [gpc.info@doas.ga.gov](mailto:gpc.info@doas.ga.gov).

To find additional information about the Conference, please refer to <http://doas.ga.gov/state-purchasing/Events/Georgia-Procurement-Conference-2019>.

Regards,  
Department of Administrative Services