



Attendee Mailing List

Here's your chance to send promotional information about your company and products to past Orlando Gift Show attendees about your participation in the August 2012 show. Lists are available to all "confirmed" show exhibitors for the sole purpose of promoting participation at the August 4-6, 2012 Orlando Gift Show. We have currently implemented a new distribution policy for our attendee lists. Please be advised of the changes below. The mailing list will now be sent directly to the exhibiting company. **For additional information, please email Amy Dufour at amy@marshmeadowsmarketing.com**

Step 1 - Preparation

- The mailing list will only be provided only to confirmed exhibitors and your booth for the August 4-6, 2012 event must be paid in full.

Step 2 - Designing your Mailing Piece

- Your mailing piece should promote your company's participation in the August 4-6, 2012 **Orlando Gift Show/Orlando Cash & Carry Show only**. It should not be a general advertising brochure. Competitive show names may not be included.
- Your mailing piece **MUST** be approved by Show Management **before** you have it printed. **You must Fax or Email a copy for approval**. Send your mail piece to the Amy Dufour at 678.285.7469 (fax) or email: amy@marshmeadowsmarketing.com.
- The name of the Show must read, "Orlando Gift Show"/Orlando Cash & Carry Show. The show dates and location must also be included in the copy.
- You may also use our **free postcards** that are available to all exhibitors. Please contact **Lindsey Amrine** at 678.370.0344 or email lamrine@urban-expo.com to order the invitations. (or see the form included in your Exhibitor Marketing Kit)

Step 3 – Non Disclosure Agreement/Mailing List

- **Once your mailing piece has been approved by show management, Amy Dufour will email you the non disclosure agreement.** Please review our non disclosure agreement and reply with a favorable response. Upon receipt of your agreement, Amy will email you an Excel database containing the company name, buyer contact and mailing address information. **Please note: This list does not contain phone, fax or email addresses. It is strictly a mailing list**