**E-SIGNATURE**

1. Open the “add new signature” menu within your email program settings.
2. Make sure the HTML function is enabled.
3. Copy and paste the below signature into the body of the new signature menu.
4. Be sure to double check your booth number.
5. Each email system may import the images and text in different ways, changing the look of the signature. You may want to make edits within your signature to create what you see below.



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