

NAFA Exhibitor Toolkit

VISIT & SHARE WITH YOUR TEAM!

https://www.nafainstitute.org/exhibitors-sponsors/toolkit/





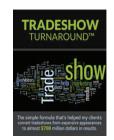
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B2B Marketing, Sales & Exhibiting Productivity Expert





- Consultant, trainer, speaker and author
- 30+ years exhibiting experience
- Developed Virtual & Live Exhibit Marketing Process™
- Trained 2,000+ exhibitors on virtual exhibiting
 over 100,000 on live exhibiting
- Process-based and results-focused
- Helped clients generate over \$800,000,000 in tradeshow results.



CALL: 800-700-6174 in US or 704-814-7355 EMAIL: jefferson@tradeshowturnaround.com



3 Primary Reasons People Attend Tradeshows

- 1. Learn/Continuing Education/Accrediting
- 2. Network/Interact with Colleagues/Suppliers
- 3. Source/Purchase Information/Revalidate



Aligning your attendee-focused value proposition with one or more of these reasons is the key to driving qualified traffic





Why you Must Promote Your Attendee Experience

- 1. Over-choice
- 2. Sensory overload
- 3. Information overload
- 4. Short interaction time
- 5. Competitive presence

Messaging must be thoughtfully crafted & delivered to counter these challenges.



8 Step Attendee-Focused Value Proposition & USP Development Process

1. Define your *Target Customer*

- Commercial/Government/Green
- Job Title/Function
- Geography
- Size: # vehicles in fleet
- Other?

2. Decide what Solution(s) you will feature

- NEW
- Trending/Hot/Top of the Mind
- Pillar Services/Products





8 Step Attendee-Focused Value Proposition & USP Development Process

3. Define the Applications for featured solution(s)

- How does the customer use the solution?
- What are or might they currently be doing or using to address the need for your solution?

4. Define what *Situations* would prompt them to think about your solution(s)

- What are problems, frustrations and issues they might be experiencing that would create interest in your solution?
- What opportunities do your solution(s) create?



8 Step Attendee-Focused Value Proposition & USP Development Process

5. Define your Salient Features & Benefits

Why at All?

- What are the top 3 features and benefits?
- What customer needs do each feature and benefit address?
- What questions could you ask to get the customer to voice a need for each feature and benefit?

6. Define your *Differentiated* Features & Benefits

- What are your key points of differentiation?
- What customer needs do the points of differentiation address?
- What questions could you ask to get customer to voice a need for your points of differentiation?





8 Step Attendee-Focused Value Proposition & USP Development Process

- 7. Define what the attendee will
 - SFF
 - DO
 - LEARN
 - GET by visiting your booth
- 8. Develop *HOOKS* and *CONTENT* based on this analysis and integrate into:
 - Pre/at-show marketing: print, digital, mail, social media, etc.
 - Exhibitor Listing
 - Exhibit graphics
 - Presentation and demonstrations
 - Staff training



Two Core Types of Messages

1. Attendee-Focused Value Proposition:

A clear and concise message that gives attendees a compelling reason to visit your exhibit...

- By offering a solution to a problem or an opportunity to seize
- By letting the attendee know what they will see, do, and learn
- By letting the attendee know how much time is required



Value Proposition Examples















Two Core Types of Messages

2. Unique Selling Proposition:

A clear and concise message that helps attendees quickly understand what makes your company, products/services, and/or your exhibit experience different or more valuable than others.



Unique Selling Proposition Examples









Type Question in Question Box Press Send Button





Clarifying Your Marketing & Exhibiting Objectives

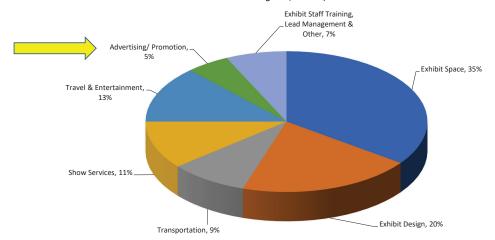
What are you trying to accomplish?

- Company/Brand Awareness & Visibility
- New Product/Service Introduction
- · Relationship Management & Building
- Brand Positioning Differentiation
- Educate
- Lead Generation
- Sales & Business Development
- Thought Leadership
- Other?
- > ACTION: What are your top three reasons?
- > Convert them to written goals!



Where the Tradeshow Dollar Goes









Budgeting for Exhibit Promotion

Total Show Investment % for Exhibit Marketing

\$7,950 to \$13,250 (\$2,650 member space cost x 3 to 5)

x .15 at least

Exhibit Marketing Budget

\$1,200 to \$2,000

When to increase? Big show, small booth, location concern, importance of show, match of attendees – *allocate more!*



Calculate Exhibit Interaction Capacity

Exhibiting Hours

9

(x) Exhibit Staff *

- x 2
- (x) Interactions/Hour/Staffer **
- x 4
- > (=) Total Exhibit Interactions
- **72**

- * Rule of thumb: 50 sq. feet per staffer
- ** 3 conservative/ 4 moderate / 5 aggressive
- Success Tip: Try to make your list count 3 to 5 times your Exhibit Interaction Capacity.





Building Ideal Visitor Lists & Using NAFA Lists

Attract High-Value Visitors

Work the C/P/S Triangle



Relationship Management – Probe for Opportunity
Ears to the Ground for Change – Advocacy



Building Ideal Visitor Lists & Using NAFA Lists

Implementing the C/P/S Marketing Program

- 1. Ask each member of your sales team to build a list of Customers, Prospects and Suspects.
- 2. Set a specific **outcome** for each name on the list.
- 3. Contact them **three** times before the show through various media: *email, phone, social media, in person.*
- 4. Try to get a <u>Confirmed Appointment</u> or <u>Verbal Commitment</u> to meet during the show.
- 5. Consider creating a contest to reward the person getting the most of their list to the show.



Building Ideal Visitor Lists & Using NAFA Lists

Build Target Visitor Lists

- BEST Tradeshow List Sources:
 - 1. *Pre-registered attendee list
 - 2. *Previous or *Post-show attendee lists
 - 3. Company database (C/P/S process)
 - 4. Previous show(s) booth visitor lists
 - 5. Recent inquiries
 - 6. Distribution channel partner lists
 - 7. Trade publication readership lists

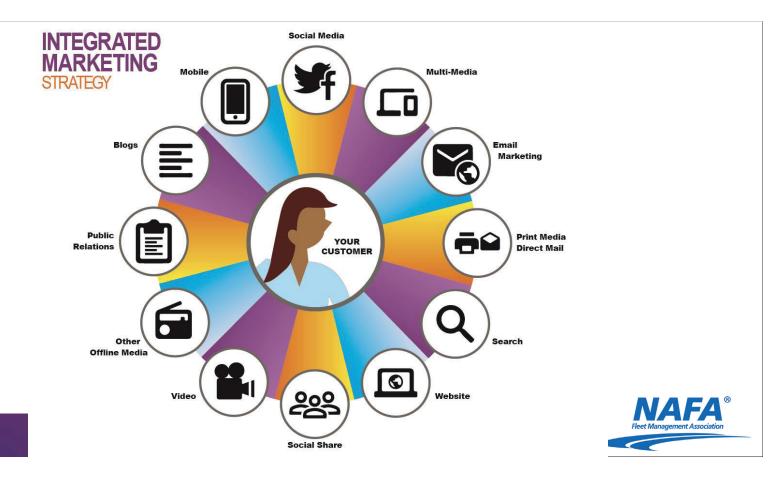
*Pre-, Post-Show & Last Year attendee mail lists available for a fee. *E-blasts are available!



Poll: How Many Media Do You Typically Use to Promote Your Exhibit?

- None
- 1-2
- 3-4
- 5-6
- 7+





Where to Promote Your Exhibitor Experience

Website
Landing Page
Social Media

Email

Direct Mail

Print Ads

Press Releases

Exhibitor listing Booth signage
Cross promote

Social Media

Bag Insert

Show Daily

Word of Mouth

Mobile app

Flyers

Website

Video on landing

page

Social Media

Participant

feedback

Direct mail

Reps/Dealers



Promotion Made Easy! Innovations Showcase

• Fee: \$1,500

Program includes:

- > (1) professionally created storyboard
- ➤ Online listing
- ➤ Inclusion in onsite Showcase presentation
- > Pre-show and onsite marketing
- ➤ Showcase feature in FLEETSolutions
- > Inclusion in Best of I&E virtual program
- > Inclusion in Virtual Supplier Showcase
- BONUS: sign up by Feb 15
 - ➤ E3 Evaluation
 - ➤ Pre-show or post-show mailing list

WHATIS YOURSTORY





Promotion Made Easy! Sponsorship Opportunities

➤ HeadShot Lounge: \$30,000
➤ NEW BrainDates: \$30,000

➤ NEW WiFi (includes splash page): \$25,000

➤ The Final Lap (Closing Event): \$25,000

Notebooks: \$25,000Tote Bag: \$20,000

➤ Water Bottles / Stations: \$20,000

NAFA Cafe (Expo lunch): \$10,000

➤ Pocket Guide: \$7,500➤ Aisle Signs (5): \$5,000













Promotion Made Easy! Easy Traffic Drivers

Low Cost

➤ Scavenger Hunt: \$4,000 ➤ Expo floor decals: \$2,500

Bag inserts: \$1,500Mailing Lists or eBlasts

* Free!

- Host a BrainDate
- Invite your list
- Online booth listing
- > Attend & participate









Execute Marketing Campaign

Sample Marketing Program: Small Exhibitor

Booth Size/Space Cost: 10 x 10 in-line/\$2,650 member

Show Budget: \$7,950-\$13,250 (3-5x floor space/at least 15%+ to promotion)

Goals: Market Visibility/Awareness, Lead Generation/Sales

Media:

- Execute C/P/S strategy with sales reps and dealers
- Mail postcard to C/P/S list
- Use FREE Expo passes to offer to your best customers and prospects.
- Update Online Booth Profile- Write a key word rich exhibitor description giving attendees a compelling reason to visit your booth and use product categories to increase search results
- Promote show participation in relevant social media and use show's channels
- Place show logo and booth promo on company website, email signatures, newsletter, social media, all outgoing correspondence



Execute Marketing Campaign

Sample Marketing Program: Medium/Large Exhibitor

Booth Size/Space Cost: 20 x 20/\$10,600 member

Show Budget: \$38,400-\$53,000 (3-5x floor space/15%+ to promotion)

Goals: New Product, Thought Leadership, Brand Visibility, Lead Gen/Sales

Media:

Do same things as small exhibitor

 Mail high-level invitations (instead of postcards) to C/P/S list with compelling reward for responding

• Eblast pre-show to build awareness of NEW Product

New Innovations Showcase

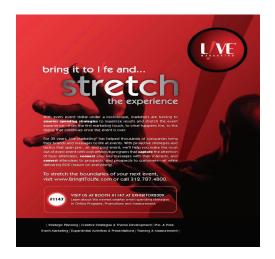
What for Thought Leadership/Brand Visibility?



Execute Marketing Campaign

Pre-show Marketing Plan Example

Pre-show Print Advertisement





Execute Marketing Campaign

Pre-show Marketing Plan Example

Personalized Postcard Mailer











Execute Marketing Campaign

Pre-show Marketing Plan Example

Personalized Pre-Show Emails to Your House List





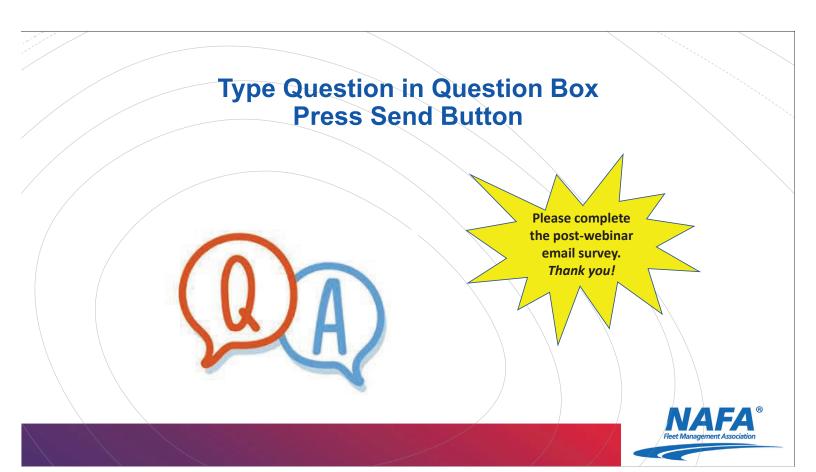
Execute Marketing Campaign

Pre-show Marketing Plan Example

Personalized Landing Page







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STEP 5: Ask the Expert

