



SEPTEMBER 16-19, 2025
LAS VEGAS CONVENTION CENTER
SOUTH HALL



MATCH! Platform Guide



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LOGIN | *Web Platform*

- Navigate to the event platform and click “**Login**” to access the web platform.

STEP 1

Add your email address




Enter Your Email

Enter the email address you provided when you registered for Las Vegas Souvenir 2025.

Login

STEP 2

Enter your Registration ID



Enter the Badge ID


Enter the Badge ID you received in your welcome email when you registered for the event.

Claim Account

Don't know your badge ID?
Request a reminder

STEP 3

Create a password



Success!


Please create a password for your account and use this password the next time you log in.

Password must be at least 6 characters long

Create Account

CONFIRM your PROFILE

- When you first login, please confirm or adjust your registration by selecting the product categories.



Complete your profile

Please complete your profile as thoroughly as possible. The more we know about you, the better we can match you to the best people to meet.

Primary business*

Surf Shop

Product Categories Interested*


Beach Merchandise

1 (minimum 1)

ⓘ You must select at least 1 options.

Number of locations*

Next >



Primary business

× Surf Shop

Q Search

ⓘ You must select 1 option.

Airport Shop(s)

Amusement/Theme Park/Water Park

Antique/Vintage

Apparel/Fashion Accessories

Aquarium/Zoo

Beach Shop

Books/Cards/Stationery

Campground/RV Park

Casino

Cave Attraction

Christmas/Seasonal

College/University Campus Store

Convenience Store/Gas Station/Travel Stop

Cruise Ship Line

Discount/Off-Price/Outlet

Distributor

Event Planner

Florist

< Back

Update

CONTACT SHARING

- Confirm how you would like your contact information to appear in the platform. **The platform will default to "Private"**. You can edit your selection at any time by "editing your profile".

PRIVATE


Users cannot view your contact details

CONNECTIONS ONLY

Users with connections will be able to see your contact details on your profile page, as well as in external exports from the platform

PUBLIC

Contact Details will be displayed on your profile page and available in exports for everyone at the event.



Contact details

These are the contact details that you can share with others in the event. By setting them to "Connections Only" you agree that your email and phone number will be passed to the connections you make on the platform. Your details will also be accessible by your connections' colleagues through the exports available in Teams. By setting them to "Public", they will be visible to all participants on the platform. You can always change your contact details and visibility settings on your Edit Profile page.

Email	Phone Number	Visibility
katie.kirsch@clarione		Connections Only ▼

< Back

Next >

EDIT your PROFILE

- You can edit your profile at any point while the platform is active.

CLARION EVENTS

Search for people, products or other items

Home Notifications 1 Profile

Connections

MY PROFILE

- Edit Profile
- Manage My Availability
- Account Settings
- Export


MORE

- Contact Us
- About Grip
- Sign Out

10 meeting requests left until you reach your pending meeting limit.

Edit Profile

View profile

 MATCH! Exhibitor Representative

First name*
Katie

Last name*
Kirsch

Headline

Contact Details

These are the contact details that you can share with others in the event. Change your visibility preferences, so that others can see this information on your profile page and their event exports. Your contact details and visibility settings will be always available on your 'Edit Profile' page.

Email
katie.kirsch@clarionevents.cc

Phone Number

Visibility
Connections Only

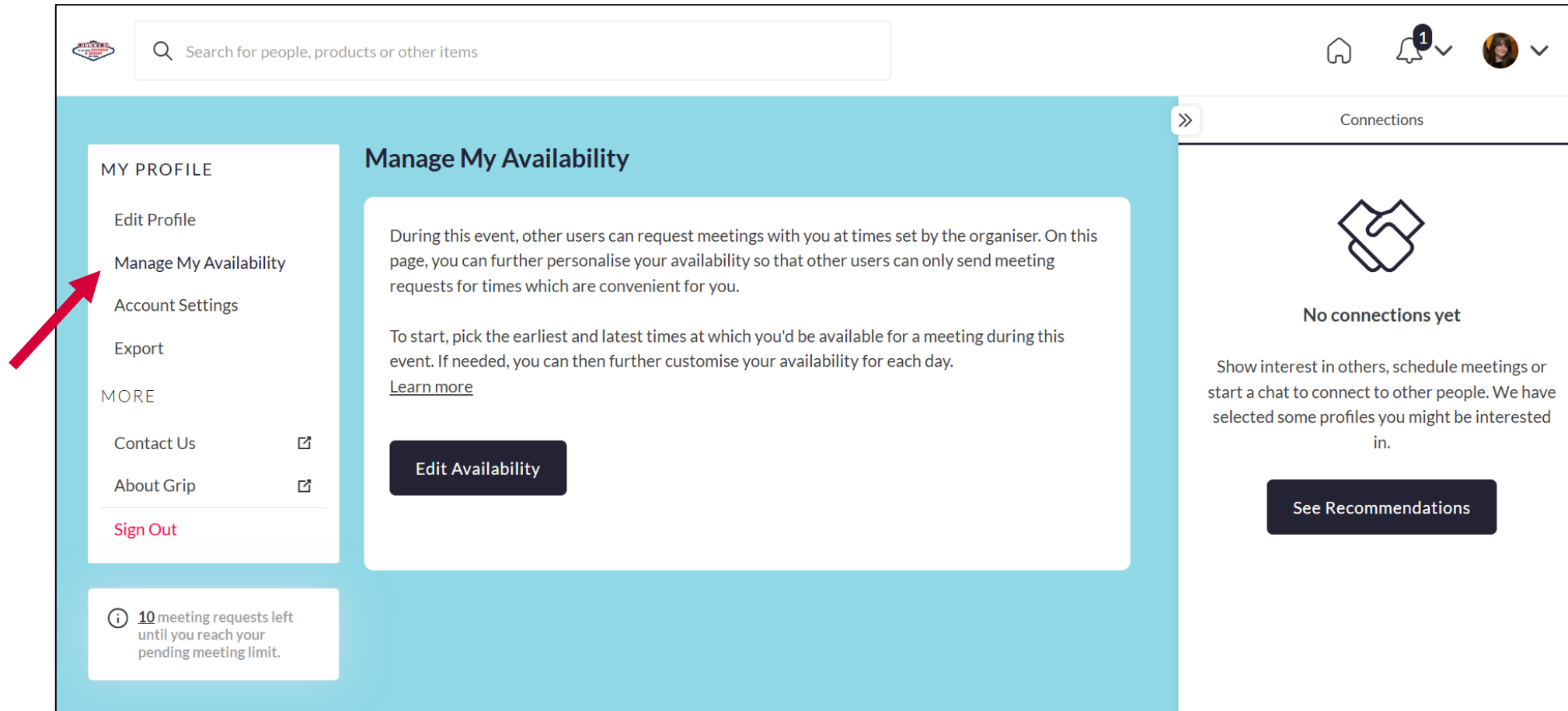
No connections yet

Show interest in others, schedule meetings or start a chat to connect to other people. We have selected some profiles you might be interested in.

See Recommendations

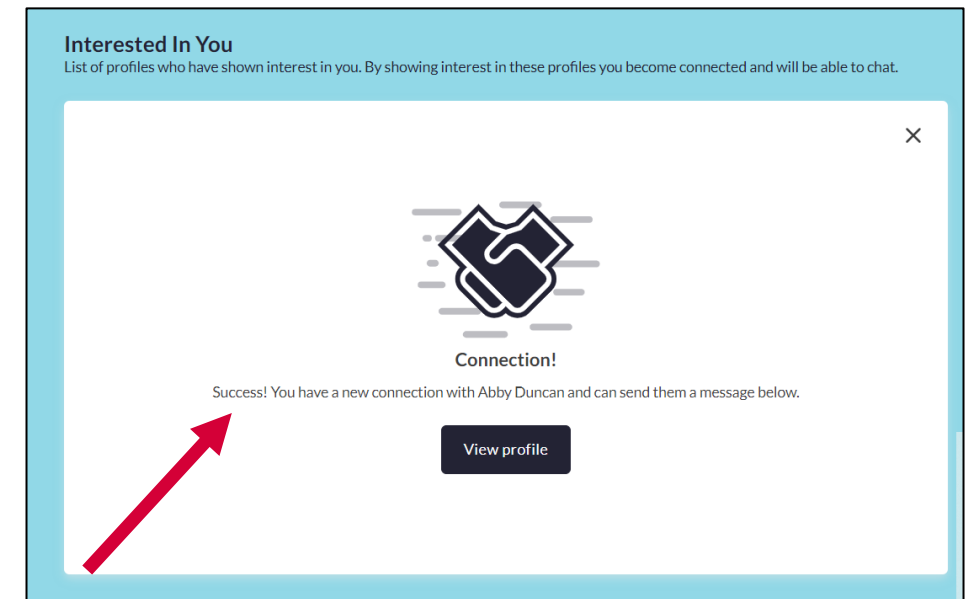
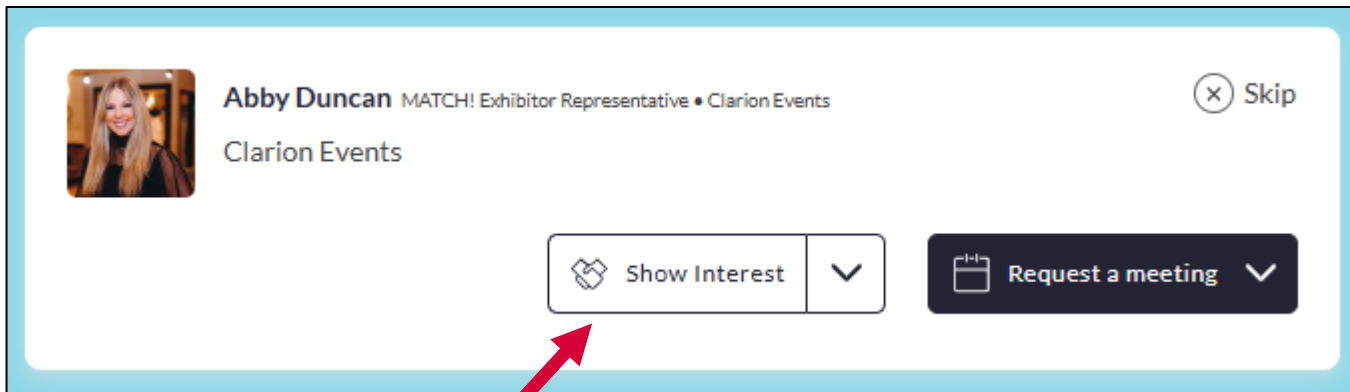
MANAGE CALENDAR AVAILIBILITY | *Web Platform only*

- Click "**Profile**", then "**Manage My Availability**" on the left navigation bar to update the times you're available to meet.
 - **Range of Daily Availability:** Easily set up a single range of times for all show days.
 - **Event Days:** Change the times you are available for each day.



Connections

- Once you find someone you would like to meet with, you can show you are interested in them by clicking the “Show Interest” button. Once both parties show interest in each other you will be able to chat!



MEETINGS | *Requesting*

- To request a meeting, click **"Request Meeting"** next to their name. Add the date/time and location, as well as a personal message, then click "Request Meeting". They will receive an email/push notification that they received a meeting request. Once a meeting is confirmed, you will receive a notification.

The image shows a two-part screenshot of the LinkedIn interface. The left part is a zoomed-in view of a user profile card for Abby Duncan, a MATCH! Exhibitor Representative at Clarion Events. It features a 'Skip' button, a 'Show Interest' button, and a 'Request a meeting' button with a calendar icon. A red arrow points from the 'Request a meeting' button in this zoomed view to the main interface on the right. The main interface shows the full profile of Abby Duncan, including her title, company, and a 'Details' section indicating her primary business type is 'Christmas/Seasonal'. To the right of the profile is a sidebar titled 'Meetings with Abby Duncan' which contains a 'Request a meeting' form. This form includes an 'Invitees' section with Abby Duncan listed, a 'Personal Message' field with a hint about increasing acceptance rates, and dropdown menus for 'Location' (Clarion Events), 'Date' (Tuesday 09/16/2025), and 'Time' (8:00am - 8:30am). At the bottom of the form are 'Cancel' and 'Send' buttons. A red arrow points from the 'Send' button in the meeting request form to the bottom right corner of the main interface.

MEETINGS | *Accepting*

- If someone sends you a meeting request, you will receive an email/push notification with the meeting details. You can confirm via the “Accept Meeting” in the email or via the app. To filter your full list of meetings, click “**My Schedule**”, then “**Meeting Status**” to filter on pending meetings. You can also suggest a new meeting time by clicking “**Reschedule**”. This will send a new meeting request to the organizer.

The image displays two screenshots from a mobile application. The left screenshot shows the 'My Schedule' section, which is highlighted by a red arrow. The right screenshot shows a detailed view of a pending meeting request, also with a red arrow pointing to the 'Accept' button.

Left Screenshot: My Schedule

- Search bar: Search for people, products or other items
- Navigation menu (left): Home, MATCH! Exhibitors, Products, Recommended for You, Interested in You (1), **My Schedule** (highlighted), Buyer Resources, My Connections, My Interested List, My Skip List, Privacy Policy.
- Section: **My Schedule**
- Meeting Status: **Meeting Status** (dropdown)
- Sync to my calendar: **Sync to my calendar** (dropdown)
- Date: **Wednesday September 17**
- + Load previous sessions
- Meeting details: **10:00am - 10:30am** Meeting **In-person Meeting** **Pending**
- Location: **Clarion Events**
- Participants: **Abby Duncan** (checked), **Melissa Gallagher** (invitee), **Clarion Ev...**
- Actions: **Decline** (dropdown), **Reschedule** (dropdown), **Chat**, **Accept** (highlighted by red arrow)

Right Screenshot: Meetings with Abby Duncan

- + Request a meeting
- Pending Meetings (1)
- Wed Sep 17th 2025
- 10:00am - 10:30am (America/Los_Angeles)
- Clarion Events
- Abby Duncan (Organizer) (checked)
- Melissa Gallagher (Invitee) (?)
- Add Invitee (+)
- Accept (highlighted by red arrow)
- Chat
- Reschedule
- Decline (dropdown)

Meetings | UNINTENTIONAL DECLINE

- If you are finding that your meetings are auto-declining, it may be your Out of Office. Some calendars include the option to auto-decline meetings while an Out of Office is enabled. Make sure this is turned off, or your meetings scheduled through the mobile app will be declined.

