

Rep agencies with manufacturers or temporary assistants that are wanting to use the RepTime Scanning application during a trade show will need to contact RepTime Office to get set up. All users must have the following requirements met in order to use the applications.

Requirements:

- Users must have an Android Tablet with at least 8GB of memory or more. For more information Google "RepTime Android Specs". The first PDF link will give you all information or [click here](#).
- All users must request this set up at least 3 days before trade show starts.
- Users must watch videos to learn the system. Trainings will not be offered during trade show.
- **\$100/per show fee** will be applied to all users who will be utilizing the system.

Sign Up:

Manufacturer/Temp: _____

Contact Name: _____

Address: _____

City, ST, Zip: _____

Phone: _____

Email: _____


Rep Showroom: _____

Number of Users/Tablets: _____

I have acknowledged and understand the requirements of the RepTime Software fee for trade show use. I have given RepTime permission to bill me for the number of users/tablets listed above. I understand that payment must be made to RepTime before beginning to use the application.

Signature: _____ Date: _____

 **To begin process submit form to accounting@reptime.com or fax to 214-572-7311**

 **Shipping Handheld?** Send via **FedEx** or **UPS only** and email us tracking information

RepTime Office

2050 N. Stemmons Frwy. Suite 139-4

Dallas, TX 75207

 Contact RepTime Support Team at support@reptime.com or call us at 214-746-3681