

How to Access & Submit Exhibitor Requests

PRI exhibitor forms are available through the PRI Exhibitor Portal. Follow the steps below to access and submit the form associated with your exhibit.

AVAILABLE FORMS

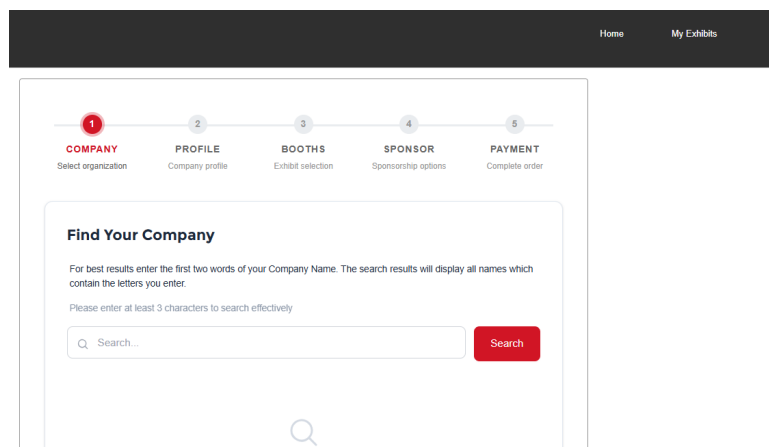
- Certificate of Insurance (COI)
- Booth Design Submission
- Trailer & Rig Parking Pass
- Meeting / Function Space Request
- Press Conference Application
- Booth Cancellation Request

1 Log in to the PRI Exhibitor Portal

Go to exhibitor.performanceracing.com/s/login/ and log in using the **same username and password** you used when completing your booth application.

2 Click “My Exhibits”

Once logged in, click **My Exhibits** in the upper-right corner. Your current PRI exhibits will be displayed.



The screenshot shows the PRI Exhibitor Portal interface. At the top, there is a dark navigation bar with links for 'Home' and 'My Exhibits'. Below this is a progress bar with five steps: 1. COMPANY (Select organization), 2. PROFILE (Company profile), 3. BOOTHS (Exhibit selection), 4. SPONSOR (Sponsorship options), and 5. PAYMENT (Complete order). The first step, 'COMPANY', is highlighted with a red circle and a red dot. Below the progress bar is a search bar titled 'Find Your Company'. The search bar contains the text 'Search...' and a red 'Search' button. Below the search bar is a magnifying glass icon.

The **My Exhibits** link is located in the upper-right navigation.

3 Select “Manage Exhibit”

Locate the appropriate exhibit and click **Manage Exhibit**. If your company has more than one exhibit listed, be sure to select the exhibit associated with your request.

MY EXHIBITS

EXHIBIT OVERVIEW

Choose an exhibit to manage booth details, contacts, services, and request activity.

ALL EXHIBITS 2026 SHOW

Tiffany Test
Tiffany Test Company

2026 SHOW

BOOTH #
10012

TYPE
10x60 Linear

SECTION
TBD

CONTACT
Tiffany Hale

MANAGE EXHIBIT →

Tiffany Test Company

2026 SHOW

BOOTH #
TBD

TYPE
10x30 Linear

SECTION
TBD

CONTACT
Tiffany

MANAGE EXHIBIT →

Select **Manage Exhibit** for the exhibit you need to update.

4 Select and complete your form

Under **Available Exhibit Services**, choose the form you need and follow the prompts to complete your submission.

[← Back to My Exhibits](#)

AVAILABLE EXHIBIT SERVICES

Choose a service below for this exhibit.

SHOW SERVICES

Booth Change Request
Request booth size or configuration changes.

Peninsula Booth Diagram
Submit booth design information and rendering.

Certificate of Insurance
Upload proof of insurance for PRI Show Management.

Booth Cancellation Request
Submit a booth cancellation request.

VEHICLE PROGRAMS

PRI Trailer & Rig Parking Pass
Request a \$100 PRI trailer and rig parking pass.

MEETINGS & EVENTS

Press Conference Application
Request press conference scheduling review.

Meeting / Function Space
Request meeting or function space.

Available services include COI, booth design, trailer & rig parking, meeting/function space, press conference applications, and booth cancellation.

AFTER YOU SUBMIT

Once your form has been successfully submitted, you will receive an **email confirmation** and any necessary follow-up regarding your request.

Questions or having trouble accessing a form? Contact tiffanyh@performanceracing.com for assistance.