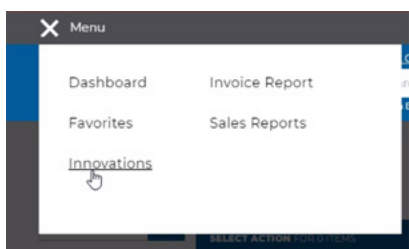


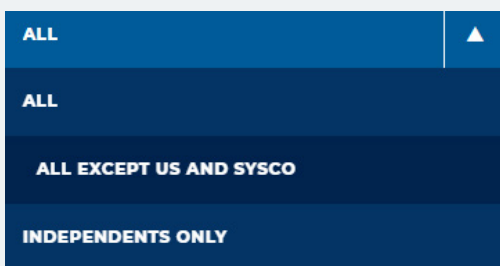
How to Re-Submit Some of Your 2021 Show Specials

If you want to promote some of your 2021 show specials again for Innovations 2022, you can quickly re-submit your specials on the Dot Expressway using the directions below.

1. Sign in to the Dot Expressway. Go to the menu button and select "Innovations."



2. Under PROMOTION RECIPIENTS, select the Innovations attendees you would like to have access to your show specials. Click INDEPENDENTS ONLY if you don't want buying groups as well as US Foods and Sysco to use your specials.



3. Review your 2021 trade show allowances in the 2021 PROMOTION column of the toolbar seen here.



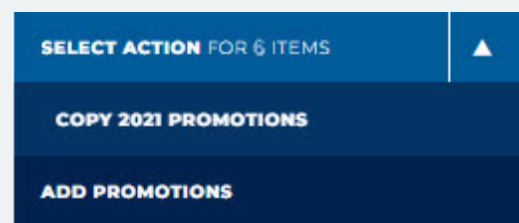
4. Select the products you want to include by clicking the box next to each item.



5. After you've chosen all products you want to include, click the SELECT ACTION button located above the toolbar.

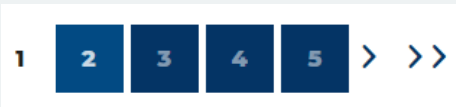


6. Click COPY 2021 PROMOTIONS.



7. A bar will appear at the bottom of the page, confirming the number of show allowances you copied on this page.

8. You can only select products from one page at a time. Once you select all the products from the first page, click to the next page at the bottom.



9. Repeat steps 2-7 until all pages and promotions have been added.

10. Check your inbox for a confirmation email from the Dot Expressway team. Review the specials listed in the email.

11. Visit the Expressway any time between now and March 4 to add, edit, or delete your company's show allowances.

Log in to the Dot Expressway to submit your show specials.



Are you still having issues after following these instructions? Get in touch with us [here](#).