

THE **CAR WASH SHOW**<sup>™</sup>  
MAY 11-13, 2026 • NASHVILLE, TN



# YOUR BOOTH PROFILE

You can update your personal and company profiles via your [Event Portal](#) for The Car Wash Show 2026. All company profiles will be viewable to the public via the [Exhibitor Directory](#), [Floorplan](#) and [The Car Wash Show™ website and mobile app sponsored by DRB.](#)

- Make sure to keep this information updated and easy to read in order to drive traffic to your booth!
- You can choose to hide your personal profile or keep it available for attendees to view as a part of your company's "Important Contacts"

## How to update your company profile on the mobile app

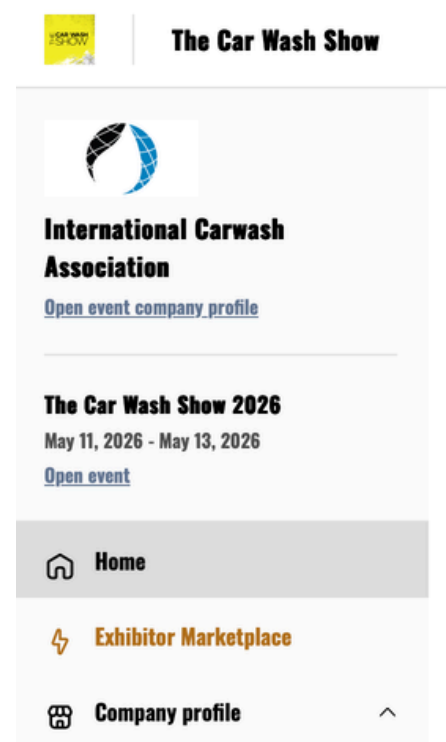
**Step 1:** Make sure you are registered. The Car Wash Show Mobile App sponsored by DRB is ONLY accessible with your registration email address.

**Step 2:** [Click here to access the app.](#) [For a video tutorial, click here.](#)

**Step 3:** Navigate to your **Exhibitor Center** and choose the **Company profile** drop down on the left hand side of the screen to view all editable areas.

**Step 4:** Click the **Edit** or **Customize** links next to each area of information you would like to update. Note that all editable features include a best practices description for necessary specs or information needs.

**Step 5:** Click on **Manage** in the **Team** section to update the team members associated with your booth. Click the orange **+Add a member** button to include team members\* and the **eye icon** in each person's box that you don't want to be visible. Email [lpeters@carwash.org](mailto:lpeters@carwash.org) if any team members are not in attendance and should be deleted from the app.



**Remember! Only those who are currently registered for The Car Wash Show with a valid email address have access to the mobile app.**



# How to update your company profile on the website

**Step 1:** [Click here](#) and log into your Event Portal.

**Step 2:** Update your images by clicking on the **three dots** in the upper right-hand corner of profile box (see screenshot below)

- **Cover Photo** = large gray box that can be updated with an image
  - Measurements: 1408px wide x 356px high; ideal ratio is 4:1
- **Photo** (avatar or logo) = circle with gray avatar on bottom left hand corner of cover photo box
  - Measurements: Max 945px wide x 500px high; Min 237px wide x 125px high; ideal ration 4:1

A screenshot of the exhibitor profile page for the International Carwash Association. The profile box is gray and contains a placeholder for a cover photo and a placeholder for a profile photo. Below the photos, the name 'International Carwash Association' is displayed, followed by a blue link for 'Booth #Test'. In the top right corner of the profile box, there is a menu with a three-dot icon. The menu items are: Unpublish Organization, Un-Approve Organization, Delete Organization, Add Photo, Delete Photo, Add Cover Photo, Delete Cover Photo, Add Featured Photo, Sync, and Visit Organization Hub.

**Step 3:** Click on **About** directly under your Booth Name and Number, then click on **[Edit]** in the left hand corner of that box to fill out **Name, What We Do, Founded Date, Website** and **Product Categories** then click the **Save** button

- Once saved, follow the same process by clicking on **Contact** (under About), then **[Edit]** to fill out the preferred **Phone Number, Address**, and your preferred **social websites**



## How to update your booth contacts

To get rid of any contacts that shouldn't be associated with your booth this year, make sure you are in the **Exhibitor Hub** portion of your **Event Portal**, then click on the **Member** drop down next to those contacts and choose **Revoke Membership**.

To add contacts to your booth, click the **Add Member** button and complete the coordinating required information. **The email address entered will need to be active and unique in order for that contact to create their password and access the Event Portal.**

To change the status of a contact and make them the **Primary Contact**, choose **Make owner** in that dropdown. **Please note that the Primary Contact controls the access to registration for your booth and will be the only contact with initial access to your booth account in the ExpoPortal.** When updating your primary contact, please allow at least 24 hours to ensure that their information is synced properly in those platforms.

Start Tour

About  
Contact

Name

International Carwash Association

[Edit]

### TASKS

○ Upload Certificate of Insurance ▾

Due: 05/04/2026 12:00 AM

### MY ACCOUNT

Manage Booth & Sponsorship Financials

### REGISTRATION

Register Now

### EXPO PORTAL

Manage Booth Rentals & Services

### SPONSORSHIP GALLERY

View More Ways to Promote Your Brand

### IMPORTANT CONTACTS

**Add Member**

Ananya Kothapally

General Contact

Edit

Delete Contact

Member ▾

Elizabeth Peters

Primary Contact

Edit

Revoke Membership

Make owner

Member ▾

**Make Primary Contact**

Greg Barengolts

General Contact

Edit

Member ▾

Jen Fitzpatrick

General Contact

Edit

Member ▾

Katie Asadi