COSMOPROF
NORTH AMERICA MIAMI

THE LEADING B2B BEAUTY EVENT WHERE BRANDS, SUPPLIERS, BUYERS, AND DISTRIBUTORS CONNECT TO GROW ACROSS THE AMERICAS

A GATEWAY TO THE LATIN AMERICAN BEAUTY MARKETS

MIAMI
MIAMI BEACH CONVENTION CENTER
JANUARY 26 – 28, 2027



EXHIBITOR PLANNING GUIDE

EXHIBITOR REGISTRATION AND CREDENTIALS

Each Exhibit Personnel must have their own badge and are to be used only by Exhibit Personnel working in the show. See the below chart to determine your quantity of credentials based upon your booth type.

IMPORTANT: Exhibitor badges are strictly non-transferable and must only be used by the registered individual. Sharing or transferring your badge is prohibited. Violators will face immediate penalties, including badge revocation, removal from the event, and potential exclusion from future events.

REGISTERING BOOTH STAFF

On or about November 18, the Primary Contact on file will receive an email from CPNA@compusystems.com with a registration link and unique password. Please follow the instructions in the email to register all booth staff. Exhibitor team members must be registered as booth staff to receive an exhibitor credential and access the Online Directory and My Match.

If you have not received the email, please check your spam folder or contact customer.service@cosmoprofna.com for assistance.

CREDENTIALS BY BOOTH TYPES OR SIZE

BOOTH TYPE/SIZE	CREDENTIALS
DISCOVER BEAUTY	2 Personnel Badges
THE FRAGRANCE EXPERIENCE	2 Personnel Badges
9 - 21 SQ. M.	5 Personnel Badges
24 - 35 SQ. M.	10 Personnel Badges
36 - 47 SQ. M.	15 Personnel Badges
48 - 59 SQ. M.	20 Personnel Badges
60 - 71 SQ. M.	25 Personnel Badges
72 - 83 SQ. M.	30 Personnel Badges
84+ SQ. M.	35 Personnel Badges

MOVE-IN, MOVE-OUT & SHOW FLOOR POLICIES

Please note, proper shoe attire is required during move-in and move-out. Anyone accessing the show floor during move-in/out must be wearing closed toe shoes and closed heel shoes.

Children under the age of 18 (including infants) will not be permitted on the show floor or in classrooms for liability reasons. No exceptions. Thank you for your understanding as we keep the event safe and professional.

EACs must have a registration badge to access the show floor during show days. During move-in and move-out, EACs will be given wristbands, but they need proper credentials during show hours to access the show floor.

NO SALES ON THE SHOW FLOOR. CASH SALES ARE PROHIBITED. CASH SALES ARE ILLEGAL AND WILL BE REPORTED TO TAX AUTHORITY.

COSMOPROF
NORTH AMERICA MIAMI

THE LEADING B2B BEAUTY EVENT WHERE BRANDS, SUPPLIERS, BUYERS, AND DISTRIBUTORS CONNECT TO GROW ACROSS THE AMERICAS

A GATEWAY TO THE LATIN AMERICAN BEAUTY MARKETS

MIAMI
MIAMI BEACH CONVENTION CENTER
JANUARY 26 – 28, 2027



SHOW SCHEDULE

BADGE PICK UP & SHOW PASS ASSISTANCE HOURS

Saturday, January 23	8:00 AM - 5:00 PM
Sunday, January 24	8:00 AM - 5:00 PM
Monday, January 25	8:00 AM - 6:00 PM
Tuesday, January 26	8:00 AM - 6:00 PM
Wednesday, January 27	8:00 AM - 6:00 PM
Thursday, January 28	8:00 AM - 2:30 PM

SHOW FLOOR HOURS

Tuesday, January 26	10:00 AM - 6:00 PM
Wednesday January 27	10:00 AM - 6:00 PM
Thursday, January 28	10:00 AM - 3:00 PM

EXHIBITOR MOVE-IN

Friday, January 22	8:00 AM - 5:00 PM	60+ sq. m. Hall A-D & Machinery Only
Saturday, January 23	8:00 AM - 5:00 PM	60+ sq. m. Hall A-D & Machinery Only
Sunday, January 24	8:00 AM - 5:00 PM	All Booths except Special Areas
Monday, January 25	8:00 AM - 5:00 PM	All Booths & Special Areas

EXHIBITOR MOVE-OUT

Thursday, January 28	3:00 PM - 11:00 PM
Friday, January 29	8:00 AM - 2:30 PM

IMPORTANT

Proper shoe attire is required during move-in and move-out. Anyone accessing the show floor during move-in/out must be wearing closed toe shoes and closed heel shoes.

Children under the age of 18 (including infants) will not be permitted on the show floor or in classrooms for liability reasons. No exceptions.

COSMOPROF
NORTH AMERICA MIAMI

THE LEADING B2B BEAUTY EVENT WHERE BRANDS, SUPPLIERS, BUYERS, AND DISTRIBUTORS CONNECT TO GROW ACROSS THE AMERICAS

A GATEWAY TO THE LATIN AMERICAN BEAUTY MARKETS

MIAMI
MIAMI BEACH CONVENTION CENTER
JANUARY 26 – 28, 2027



IMPORTANT DATES & DEADLINES

PLAN AHEAD

Save on services. Order early to take advantage of incentive rates from official service providers.
Submit required materials. Complete booth design, hanging sign, insurance and other approvals before move-in.
Plan your shipping. Review advance warehouse and direct-to-show-site deadlines before scheduling freight.

NOVEMBER 5

Online Directory Access Opens
Update your company information in the Online Directory.
ACCESS THE ONLINE DIRECTORY

NOVEMBER 12

BIR Event Preview Submission Deadline
Submit your company information by the deadline for consideration in the BIR's January issue event preview.
SUBMIT YOUR PRODUCTS

NOVEMBER 18

Exhibitor Registration Opens
Register your booth staff to ensure your team is ready to access the show and exhibitor resources.

DECEMBER 1

Online Directory Opens to Attendees
Ensure your booth profile is updated before attendees login.

DECEMBER 4

Incentive Rates End – Graphics
Last day to take advantage of incentive pricing for graphics services. | CONNECT TO EXPO CCI

DECEMBER 11

Incentive Rates End – Booth Catering
Last day to take advantage of incentive pricing for booth catering services. | CONNECT TO SODEXO

DECEMBER 15

Hotel Booking Deadline
Last day to book your hotel through our official housing provider, onPeak, at the best available rates.
BOOK YOUR HOTEL

Cosmoprof Awards Submission Deadline
Submit your entry for the Cosmoprof Awards by the deadline to be considered for recognition of your products and innovations.
SUBMIT YOUR PRODUCTS

DECEMBER 21

Insurance Submission Deadline
Submit your Certificate of Insurance or request coverage through Exhibitor Insurance. | SUBMIT YOUR CERTIFICATE

Advanced Warehouse Receiving Begins
The advanced warehouse begins accepting shipments. Review shipping guidelines and deadlines. | CONNECT TO EXPO CCI

JANUARY 5, 2027

Incentive Rates End – Decorator Services
Last day to take advantage of incentive pricing for booth furnishings, flooring and labor. | CONNECT TO EXPO CCI

Booth Design & Hanging Sign Approval Deadline
Last day to submit your Booth Design Approval Request or Hanging Sign Approval Request. | SUBMIT YOUR REQUEST

Incentive Rates End – Internet & Connectivity
Last day to take advantage of incentive pricing for internet, phone and TV services. | CONNECT TO SMARTCITY

EAC Certificate of Insurance Submission Deadline
Last day to submit your Exhibitor Appointed Contractor (EAC) Certificate of Insurance information to EXPO CCI.
VIEW SUBMISSION REQUIRMENTS

Incentive Rates End – Electrical & Plumbing Services
Last day to take advantage of incentive pricing for electrical and plumbing services. | CONNECT TO EDLEN

JANUARY 11

Last Day to Submit – A/V Rentals
Last day to submit for use of A/V equipment.
CONNECT TO ENCORE

JANUARY 12, 2027

Advanced Warehouse Receiving Ends
Last day for shipments to arrive at the advanced warehouse.
CONNECT TO EXPO CCI

JANUARY 22, 2027

On-Site Shipping Begins
On-site receiving begins for exhibitor shipments.
CONNECT TO EXPO CCI