



Dear Exhibitors,

This year I.C.E. has received many reports of unauthorized communications targeting exhibitors, so we want to remind you to stay vigilant against potential scams.

Official Communications:

All official communications will be sent via emails from the “credentialingexcellence.org.” If you receive anything outside of this domain, consider it suspicious unless stated otherwise in an I.C.E. exhibitor newsletters or on the conference website.

If You Receive a Suspicious Communication: Reach out to us immediately at meetings@credentialingexcellence.org. Provide as much detail as possible, including the name, contact information, and organization of the individual who contacted you.

I.C.E. maintains a [list of Unauthorized Vendors](#) who are reported to us under “SCAM Alert.”

Common Types of Scams:

- Phone Calls: Individuals may pose as representatives seeking to confirm your exhibitor details to gain access to confidential information.
- Hotel Bookings: Scammers may attempt to book your team in a hotel block, misleading you into sharing sensitive data.
- Mailing List Sales: The only authorized person reaching out to sell mailing lists is our sales manager Everett Lightle (elightle@credentialingexcellence.org). If you receive inquiries from anyone else regarding mailing lists, please consider them suspicious.

Unauthorized Vendors:

Here is a list of the current vendors I.C.E. is aware of. This list is not comprehensive, so again remind you to stay vigilant.

- Event Housing Bookings
- Exhibitors Hub
- Expo Way
- B2B International
- Scribe Expo

- Emails from Emma Pearson (emma_p@eventsscribe.org) or from eventsscribe.org (note “events” is plural)

Impersonation of Staff:

Some scammers may impersonate our staff and use our logo. **Remember you will only be contacted by authorized representatives (I.C.E. staff members) from I.C.E. regarding the I.C.E. Exchange.** You can find a list of I.C.E. staff members online [here](#).

Should you have any questions, please reach out to meetings@credentialingexcellence.org.

Stay safe and informed! Your vigilance helps protect not only your organization but also the integrity of the I.C.E. Exchange.

Best,

The I.C.E. Team



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