

2019 IPSA Annual Conference

Exhibitor Information



January 8-10, 2019

Thank you for registering as a Exhibior for the 2019 Annual Conference! In this packet, you will find important information about your exhibit benefits and the 30th Annual Trade show, including shipping instructions. Please read through all the material carefully. If you have any questions, feel free to contact us at 870-336-0777 or email at todd@ipseed.org

Exhibitor Costs:

- Trade Show Booth Space - \$585 (*includes 1 table, extension cable/power strip and Wi-Fi access for 1 user in Trade Show Booth*)
- **All Exhibitors must also be registered IPSA Conference Attendees**
 - Regular Member Attendees - \$260 | Affilliate/Associate Members \$350 | Non-members \$700
- Additional AV equipment available for purchase at exhibitors expense
- Guest Room Materials Drop - \$5.00 per room Request Deadline is December 17, 2018

Booth assignments are available on a first come, first served basis.

Setup and Space Information:

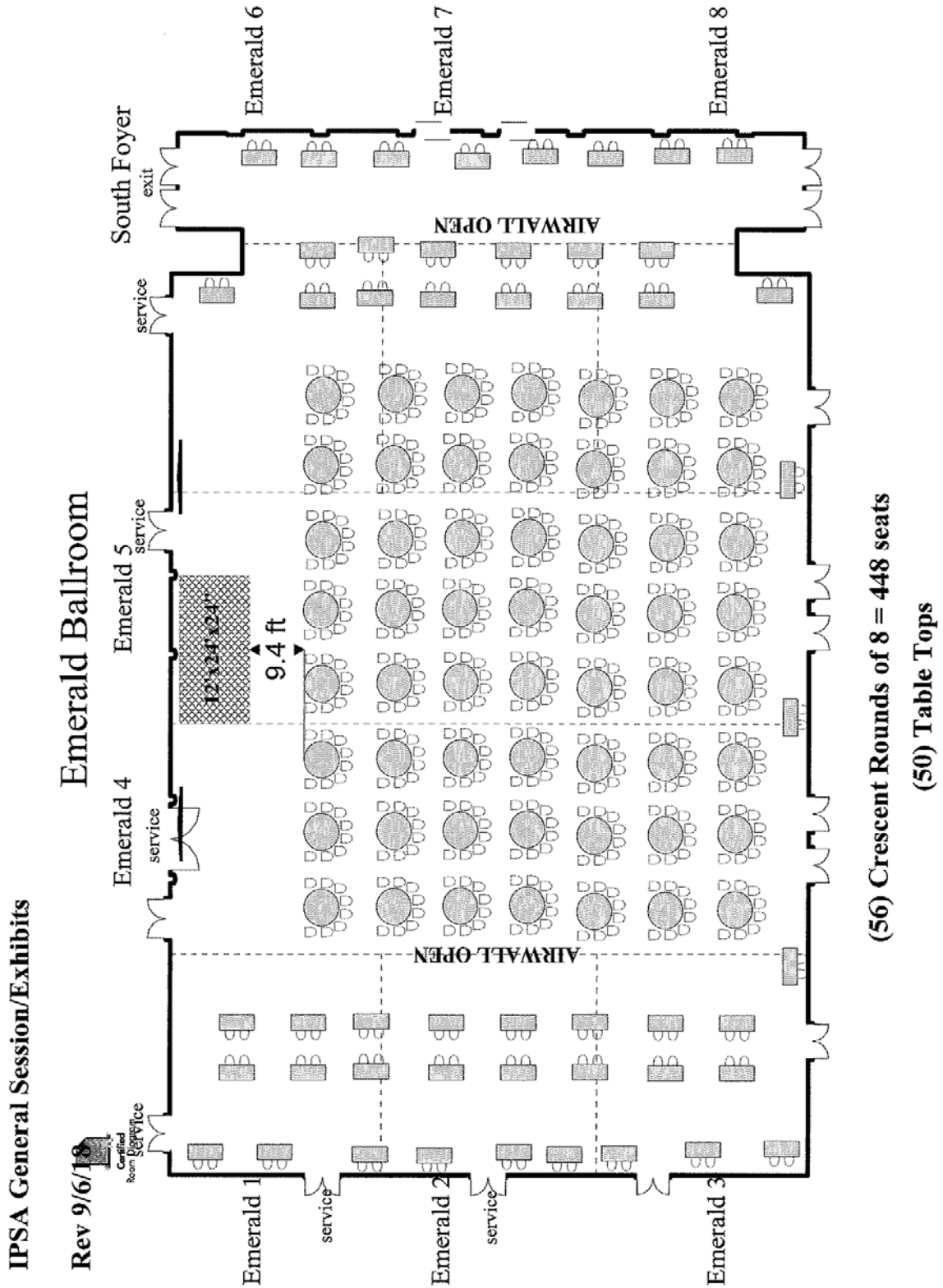
- 📄 **Set up begins on Tuesday, Jan. 8 at 5:00 PM.**
- 📄 **All booths must be up by 8:00 PM on Tuesday, Jan. 8 and remain until 10:00 AM on Wednesday, Jan. 10.**
- 📄 **Booth spaces are approximately 7' X 7' with about 3' between each table.**
- 📄 **Cable extension/power strip and Wi-Fi access for 1 user is included in your exhibitor registration.**

To order additional audio visual equipment, please complete and email the Exhibit AV Form.

Guest Room Delivery of Promotional Materials:

You may choose to have promotional materials dropped at each guest room for a charge of \$5.00 per item placed inside each guest room. This option can be indicated on your registration and you will be invoiced after the conference. Items can be shipped using the shipping instructions above and **must be delivered by Monday Jan. 7th**

Trade Show Exhibitor Floorplan



Diamond Sponsor Booth Floorplan

IPSA Exhibits
Certified
Room Diagram
Rev 9/6/18

