**EXHIBIT BOOTH INFORMATION**

**EXHIBIT SPACE FEES**

<table>
<thead>
<tr>
<th>Space Type</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>10’x10’ Booth</td>
<td>$3,275</td>
</tr>
<tr>
<td>Corner Upgrade</td>
<td>$225</td>
</tr>
<tr>
<td>Island Booth</td>
<td>$39.50/sq. ft.</td>
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</tbody>
</table>

**PAYMENT SCHEDULE**

50% of the total exhibit booth fee is due with contracts submitted on or before December 8, 2023. On or after December 9, 2023, 100% of the total exhibit booth fee is required with contract.

Cancellations and reductions must be submitted in writing and will be processed using the date of receipt as the official cancellation or reduction date. If the notice of cancellation or reduction is received:

- **On or Before December 8, 2023** – Exhibitor forfeits 50% of the total exhibit fee.
- **On or After December 9, 2023** – Exhibitor forfeits 100% of the total exhibit fee.

Regardless of the reason for cancellation or reduction, this policy is strictly enforced and no exceptions are granted.

**WHAT’S INCLUDED WITH YOUR EXHIBIT SPACE FEE**

- Over 8 hours of unopposed time
- Unlimited Exhibit Hall badges
- Access to the Exhibitor Lounge
- Boxed lunches Thursday & Friday*
- Shuttle bus access
- Booth identification sign
- Opportunity to rent pre-registrant and post-registrant attendee mailing lists

**COMPLETE YOUR ONLINE EXHIBIT CONTRACT FOR BOOTH SPACE TODAY!**

**BECOME AN EXHIBITOR**

**Q: DOES MY BOOTH NEED TO HAVE CARPET/FLOORING?**

**A: YES.** Freeman Exposition Services will, at the Exhibitor’s expense, install carpet in any booth in which carpet/flooring installation has not begun by 4:00 p.m. on Wednesday, April 17.

**Q: ARE TABLES, CHAIRS, OR FURNISHINGS PROVIDED?**

**A: NO.** They can be provided by the Exhibitor or ordered through Freeman Exposition Services. More details are available in the Exhibitor Service Manual. ACP does provide 8’ high back drape and 3’ high side drapes for all linear booths.

*A limited number of boxed lunches will be available in the Exhibitor Lounge on Thursday and Friday. Boxes are one per person and available on a first come, first serve basis. Additional lunches can be purchased in the Exhibit Hall concession area. Subject to change.

*Nonprofit rate is only available to 501(c)(3) or 501(c)(5) companies who are exhibiting for public service and awareness. Nonprofit hospitals and companies exhibiting for recruitment do not qualify for this rate.

Are you exhibiting for the purpose of public service and awareness and is your organization a 501(c)(3) or 501(c)(5)?

If so, you may qualify for a nonprofit rate opportunity:

- **10’x10’ Booth** – $2,025
- **Corner Upgrade** – $225

These rates are not available to nonprofit companies who are exhibiting for job placement or recruitment purposes. Nonprofit hospitals do not qualify for this rate. Please contact exhibits@acponline.org today to see if you qualify.