

EXHIBIT BOOTH INFORMATION

EXHIBIT BOOTH FEES

10'x10' Booths	\$3,125
Corner Upgrade	\$200
Island Booths	\$34.75/sq. ft.

PAYMENT SCHEDULE

50% of the total exhibit booth fee is due with contracts submitted prior to December 11, 2018. After December 11, 2018, 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:

- **Before December 11, 2018** – Exhibitor forfeits 50% of the total exhibit fee.
- **After December 11, 2018** – 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.**

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' Booths	\$1,875
Corner Upgrade	\$200

*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 [Susan Galeone](#) today to see if you qualify.*

Complete your online exhibit contract for booth space today! Visit our [Become an Exhibitor](#) page for the link.

WHAT'S INCLUDED IN YOUR EXHIBIT BOOTH FEE

- Over 8 hours of unopposed time
- One complimentary lunch ticket per 10'x10' booth*
- Booth identification sign
- Unlimited Exhibit Hall badges
- Shuttle bus access
- Opportunity to rent pre-registrant and post-registrant attendee mailing lists
- Access to the Exhibitor Lounge

Q DOES MY BOOTH NEED TO HAVE CARPET/FLOORING?

A Yes. Exhibitors are required to have carpet/flooring in their booth space. The official General Service Contractor (Decorator) 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 10.

Q ARE TABLES, CHAIRS, OR FURNISHINGS PROVIDED IN THE BOOTH?

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 drapes and 3' high side drapes for all linear booths.

*Exhibit Hall boxed lunches are provided to attendees in order to drive traffic to the Exhibit Hall. ACP extends one complimentary lunch ticket per 10'x10' booth per day. Lunch tickets are not available for purchase. Additional concessions are available for purchase in the back of the Exhibit Hall.