**Welcome!**

We are pleased to welcome you as an exhibitor at the American College of Physicians (ACP) Internal Medicine Meeting 2018, the most comprehensive conference in internal medicine. This newsletter will provide you with up-to-date information that will help with your booth preparations. Look for important dates, deadlines, and tips to help make your exhibit meeting successful.

We look forward to working with you at Internal Medicine Meeting 2018 in New Orleans!

**NEW! Exhibitor Insurance Requirements**

The Exhibitor shall furnish to ACP a certificate of liability insurance by **February 16, 2018** via the online form. EXHIBITORS WILL NOT BE PERMITTED TO INSTALL THE BOOTH IF THE CERTIFICATE OF LIABILITY INSURANCE IS NOT ON FILE. Refer to page 16 of the rules and regulations and the online form for the full requirements. **Need insurance? See page 3 for details.**

**Carpet/Flooring Required**

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 PM on Wednesday, April 18.

**Exhibitor Service Manual**

The Exhibitor Service Manual has every little detail you need for a successful show! This service kit includes all rental and purchase forms, request forms, and schedules. Be sure to review ASAP for upcoming deadlines and discount pricing.  
See page 2 for more details.
GIVEAWAYS/RAFFLES

Giveaway/raffle items distributed on-site without prior approval from ACP will not be permitted. Exhibitors that do not comply will be asked to discontinue distribution. Violations will be issued with loss of priority points and possible loss of eligibility for participation at future ACP annual meetings.

Distribution of Product Samples: Exhibitors are permitted to distribute products of their own manufacture. ACP has the option to withhold or withdraw permission for Exhibitors to distribute giveaways or premiums, advertising, or other materials that it considers objectionable.

Giveaways: The distribution of giveaways will be limited to those items considered acceptable on the basis of ACP’s Position Paper on Physician Industry Relations and must be approved by ACP via the online Booth Activity Form prior to the meeting. Giveaways must be of minimal value, less than $10, and have professional relevance. The deadline to submit the form is February 16, 2018.

Raffles: Exhibitors who wish to sponsor contests or raffle drawings must be approved by ACP via the online Booth Activity Form prior to the meeting. The contest or drawing must be open to all meeting attendees and be conducted in a professional manner. ACP reserves the right at its sole discretion to refuse any raffle item on the basis of ACP policies, rules, and regulations. Raffle prizes must be valued at $250 or less. The deadline to submit the form is February 16, 2018.

DISMANTLE NOTICE

Dismantling begins at 2:30 PM on Saturday, April 21 and continues through Sunday, April 22 until 4:30 PM.

Exhibitors who begin to pack or dismantle their booths before 2:30 PM will incur a penalty of $1,000, loss of priority points, and loss of eligibility to exhibit at future ACP annual meetings.

EXHIBITOR SERVICE MANUAL

We urge you to review the Exhibitor Service Manual thoroughly, and note the special deadlines for each of the Service Order Forms (see also page 4) — this can save you money and ensure that the services and/or equipment requested are provided in a timely fashion. The official General Service Contractor is:

Freeman Exposition Services
1000 Elmwood Park Blvd.
New Orleans, LA 70123-2309
Phone: 504-731-6137
Fax: 469-621-5612
Email: FreemanNewOrleans-ES@Freemanco.com

**Please Note**

All ACP Service Kit forms are due on February 16, 2018.

Freeman will assist you with your decorating needs, labor arrangements, and incoming/outgoing freight and drayage service.
Exhibitor Insurance Requirements

The Exhibitor and/or the company on behalf of which the Exhibitor is presenting, shall be required to obtain and maintain, in full force and effect, and at its own cost and expense, insurance coverage in the following types and amounts as set forth in this paragraph for installation and dismantling of the exhibit booth: General Liability Insurance: in a Combined Single Limit, which shall include coverage for Contractual liability, bodily injury (including death and disability), and property damage arising out of or relating to the Exhibitor’s participating in ACP’s Internal Medicine Meeting 2018 in amounts as are adequate to ensure full protection from liability to ACP, but in no event shall such General Liability Insurance policy amounts be less than One Million Dollars ($1,000,000.00) per occurrence, and Two Million Dollars ($2,000,000.00) on an annual basis, in the aggregate. The Exhibitor may satisfy the minimum liability coverage policy limits set forth herein through a combination of primary and umbrella/excess policies, if such combination of primary and umbrella/excess policies amount to such minimum coverage limits in the aggregate, provided, however, such usage of a combination of insurance policies shall be subject to ACP’s prior review and approval.

The Exhibitor shall furnish to ACP a certificate of liability insurance by February 16, 2018. Such certificate of liability insurance shall name ACP and each of its respective affiliates, subsidiaries, regents, employees, agents, officers, and directors as “Additional Insureds” on each and every applicable insurance policy. The insurance policies and coverage set forth herein shall be primary as to any other valid and collectible insurance and shall contain an endorsement that such insurance policy shall remain in full force and effect notwithstanding that the insured has waived its right of action against any party prior to the occurrence of a loss, and shall require the insurer to waive all rights of subrogation against ACP, the Ernest N. Morial Convention Center, and/or Freeman Exposition Services.

If you purchase insurance through Rainprotection Insurance, a certificate of liability insurance will be sent directly to the Exhibit Program Coordinator at ACP. If you already have compliant coverage, please submit your certificate of liability insurance via the online form.

Purchase your Insurance Now

Simply purchase your insurance, which is already pre-filled with all of the proper show information, directly online using a credit card. Click the link below to Purchase your Liability Insurance for just $94:

https://securevendorinsurance.com/Rainprotection/ApplicantInformation?GroupEventKey=fa3429c713ba

NON USA EXHIBITORS - Address and Phone Number instructions:

When filling in your company information it will ask for a phone number and address. Please use the following: Address - 900 Convention Center Blvd. New Orleans, LA 70130 Phone Number - (800) 528-7975.

This program is valuable for:

- Exhibitors who do not have any insurance.
- International Exhibitors whose liability insurance will not cover them at a U.S. Show.
- Companies who do not have the time to deal with all of the certificate arrangements, and need coverage now.
- Exhibitors who find it easier or advantageous to use this program, rather than their corporate insurance; Similar to when you rent a car and do not want to use your own auto insurance.
- Should there be a claim, it will not tarnish your policy and rates. And, unlike most corporate policies, there is no deductible.

Are you worried about lost, stolen, or damaged merchandise?

We also offer affordable short term Equipment/Merchandise/Display Insurance All exhibitors are strongly urged to obtain full-coverage temporary insurance for their merchandise and displays while in transit and while at the exposition. Please complete and return the Enrollment Form below: Click Here for the Instant Equipment Insurance Enrollment Form

Sales@rainprotection.net  |  (800) 528-7975  |  www.Rainprotection.net
IMPORTANT DEADLINES

For full list of exhibitor deadlines, download the Exhibitor Action Checklist.

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 16, 2018</td>
<td>All ACP Service Kit Forms Due: Certificate of Liability Insurance, Booth Activity Request Form, Exhibitor Designated Contractor Authorization Form, Island Booth Schematics Submission Form, Market Research Request Form, Unofficial Events Request Form</td>
</tr>
<tr>
<td>February 28, 2018</td>
<td>Lead Retrieval Discount Deadline (see Exhibitor Service Manual)</td>
</tr>
<tr>
<td>March 9, 2018</td>
<td>Security Advance Order Deadline (see Exhibitor Service Manual)</td>
</tr>
<tr>
<td>March 16, 2018</td>
<td>Advance Freight Receiving Start Date (see Exhibitor Service Manual)</td>
</tr>
<tr>
<td>March 19, 2018</td>
<td>Fabric Solutions Signs Discount Deadline (see Exhibitor Service Manual)</td>
</tr>
<tr>
<td>March 23, 2018</td>
<td>Exhibitor Housing Deadline</td>
</tr>
<tr>
<td>March 26, 2018</td>
<td>Discount orders: Audio Visual, Booth Cleaning, Booth Labor, Custom Accessories, Custom Rental Exhibits, Furnishings, Hanging Sign Labor, Rigging &amp; Forklift, Special Signs &amp; Graphics, Carpet, Tables/Counters/Drapery (see Exhibitor Service Manual)</td>
</tr>
<tr>
<td>March 28, 2018</td>
<td>Attendee Pre-Registrant List Order Deadline (Contact <a href="mailto:cbluestein@acponline.org">cbluestein@acponline.org</a>)</td>
</tr>
</tbody>
</table>

BADGE Registration

Register exhibit/booth personnel via the Exhibitor Dashboard. On the dashboard, click the “Exhibitor Registration” link on the right-hand side. One contact from each company can register all personnel attending the show.

Badges must be obtained from the Exhibitor Registration counter located in Lobby H. Exhibitor badges allow access to the Exhibit Hall during installation, dismantling, and all exhibit hours. There is no limit to the number of badges requested.

CONTACT Pre-Registrants

Pique the curiosity of Internal Medicine Meeting 2018 attendees and spur traffic to your booth by ordering a pre-registration mailing list!

Direct mail to registrants is an excellent way to increase your company’s booth traffic and gain exposure for your products or services. Deadline for orders is March 28, 2018.

Contact Christine Bluestein for more information at 215-351-2541 or cbluestein@acponline.org.
Meeting Support OPPORTUNITIES

A successful exhibit experience is assured when exhibitors compliment their presence in the Exhibit Hall with additional exposure to attendees. ACP has extensive promotional and advertising opportunities to highlight your participation at Internal Medicine Meeting 2018.

Some highlighted support items include:
- Entrance Units
- Daily Refreshment Breaks Station
- Aisle Signs
- Promotional Banners
- Exhibit Hall Entrance Carpet and Floor Clings
- Exclusive Meeting App Support
- Advertising Meter Boards

Visit the Promotional Opportunities Web site for more information.

Contact Teresa Lerch for more information at 215-351-2542 or tlerch@acponline.org.
STAND OUT in New Orleans

Advertise and reach Internal Medicine Meeting 2018 attendees while you have their attention.

Onsite Industry Guide — Attendees use the Onsite Industry Guide to navigate the Exhibit Hall, find Additional Learning Opportunities, and for general information about the meeting.

Widely distributed at physician registration, at program bag pickup, and emailed to all attendees prior to the Internal Medicine Meeting 2018. Rates start at $620.

Reservation space deadline is February 23.

Exhibit Xtra — Draw attention to your booth, products, and events with the Exhibit Xtra—a foldout Exhibit Hall map distributed at information counters and entrances to the Exhibit Hall.

All advertisers will have their booth highlighted on the map for more visibility. Call Now! Ad space is limited! Fee is $595 for an ad and $1,050 for a Premium Position.

Literature Bag Inserts — The Literature Bag offers distribution of your promotional pieces to the attendees at registration and as they enter and exit the Exhibit Hall.

Reservation space deadline is March 2.

View Rate Card

Contact Nan Blunk at TriStar Publishing to reserve your ad space at 913-491-4200 or nblank@tristarpub.com.

There’s more: Consider additional advertising opportunities at Internal Medicine Meeting 2018.

Writing Information

Shipping dates and locations can be found online in the Exhibitor Service Manual.

Exhibitor List

The exhibitor list can be found online on the Interactive Exhibit Hall Floorplan.

The DOCTOR’S CHALLENGE

You supply the Question.

Physicians come to YOU for the answer.

The Doctor’s Challenge offers participating exhibitors an opportunity to interact one-on-one with physician attendees. Ten slots are available.

Reserve your space today!
**EXHIBIT SCHEDULE**

<table>
<thead>
<tr>
<th>Date</th>
<th>Start Time</th>
<th>End Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, April 16</td>
<td>8:00 AM</td>
<td>5:00 PM</td>
<td>Installation of Exhibits</td>
</tr>
<tr>
<td></td>
<td>8:00 AM</td>
<td>5:00 PM</td>
<td>Wristbands will be available through the official security company for</td>
</tr>
<tr>
<td></td>
<td>5:00 PM</td>
<td></td>
<td>installation only</td>
</tr>
<tr>
<td>Tuesday, April 17</td>
<td>8:00 AM</td>
<td>5:00 PM</td>
<td>Installation of Exhibits</td>
</tr>
<tr>
<td></td>
<td>12:00 PM</td>
<td>5:00 PM</td>
<td>Exhibitor Registration</td>
</tr>
<tr>
<td>Wed, April 18</td>
<td>8:00 AM</td>
<td>5:00 PM</td>
<td>Installation of Exhibits</td>
</tr>
<tr>
<td></td>
<td>8:00 AM</td>
<td>5:00 PM</td>
<td>Exhibitor Registration</td>
</tr>
<tr>
<td></td>
<td>2:00 PM</td>
<td>5:00 PM</td>
<td>All crates must be removed from the floor so aisle carpet can be</td>
</tr>
<tr>
<td></td>
<td>5:00 PM</td>
<td></td>
<td>Installed.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>All exhibits must be installed aka “Show Ready”</td>
</tr>
<tr>
<td>Thursday, April 19</td>
<td>8:00 AM</td>
<td>4:30 PM</td>
<td>Exhibitor Registration</td>
</tr>
<tr>
<td></td>
<td>9:30 AM</td>
<td>4:30 PM</td>
<td>Exhibits must be fully staffed</td>
</tr>
<tr>
<td></td>
<td>10:00 AM</td>
<td>4:30 PM</td>
<td>EXHIBITS OPEN</td>
</tr>
<tr>
<td>Friday, April 20</td>
<td>9:30 AM</td>
<td>4:30 PM</td>
<td>Exhibitor Registration</td>
</tr>
<tr>
<td></td>
<td>10:00 AM</td>
<td>4:30 PM</td>
<td>EXHIBITS OPEN</td>
</tr>
<tr>
<td>Saturday, April 21</td>
<td>9:30 AM</td>
<td>1:00 PM</td>
<td>Exhibitor Registration</td>
</tr>
<tr>
<td></td>
<td>10:00 AM</td>
<td>2:30 PM</td>
<td>EXHIBITS OPEN</td>
</tr>
<tr>
<td></td>
<td>2:30 PM</td>
<td>10:30 PM</td>
<td>Dismantling of Exhibits Begins. Freeman removes aisle carpet &amp;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>distributes cardboard/fiber boxes</td>
</tr>
<tr>
<td>Sunday, April 22</td>
<td>8:00 AM</td>
<td>5:00 PM</td>
<td>Dismantling of Exhibits continued</td>
</tr>
<tr>
<td>Monday, April 23</td>
<td>8:00 AM</td>
<td>12:00 PM</td>
<td>Freight move-out</td>
</tr>
</tbody>
</table>

Get the Best Hotel Rates Through ACP!

The easiest way to make travel arrangements for the show is also the most flexible and economical. Hotel rates have been negotiated for us by onPeak. You can book online in real time, 24/7. When you are making hotel reservations for our conference, be sure to “book through the block” for greatest benefits. While many Internet-based travel/hotel services promise lower rates, they don’t guarantee the same advantages and protections as onPeak offers for ACP. [Click here to book now.](#)

**Immediate benefits include:**

- The lowest rates at official show hotels (if you find a lower rate, let us know!).
- No pre-payment for hotel reservations.
- Immediate confirmations.
- Update or cancel hotel reservations online—no fees or penalties.
- Descriptions, photos, and maps to help you choose the perfect hotel.
**BOOTH OPERATIONS:** No Exhibitor may operate in a way that violates the rights of another exhibitor. The decision on appropriate conduct will be at the discretion of the ACP Exhibit Manager.

- Exhibits must not project beyond the space allotted.
- Exhibits may not obstruct the view or interfere with the traffic of other exhibits.
- All exhibits are to be presented in a dignified manner, without a sideshow atmosphere.
- The use of professional actors, magicians, or performers in the Exhibit Hall is prohibited.
- No soliciting of attendees in the aisle or high-pressure “pitch” of any kind is permitted.
- Demonstrations and the distribution of literature and samples must take place inside the assigned booth.
- Canvassing outside the booth and distribution of materials outside the booth and Exhibit Hall are prohibited.
- If live models are used, Exhibitors are expected to be prudent when selecting attire for them.
- Professional discretion should be observed at all times.
- Booths are to be kept clean and in good order.
- No part of any exhibit, or signs relating thereto, shall be posted, nailed, or otherwise attached to columns, walls, floors, or other parts of the building or its furniture or in any way to deface them; the Exhibitor is liable for damage from failure to observe these rules.
- The background of the display must show the generic name of any drug product that is featured.

- Exhibitors are prohibited from publishing information gathered as a result of exhibiting without the prior written consent of ACP.
- Sound and sound systems are only permitted for formal demonstrations. Sound must be directed into the exhibit space, not facing out toward the aisles or neighboring exhibitors. Sound cannot project beyond the space nor interfere with neighboring exhibitors.
- Live performance of music is not permitted. The ACP has a signed license agreement with the American Society of Composers, Authors, and Publishers (ASCAP) and Broadcast Music, Inc. (BMI) that covers recorded music for program events not including the exhibits.
- The use of live animals in an exhibit for any purpose is prohibited.

**BOOTH ACTIVITIES:** All booth activity requests (including giveaways, raffles, music, blood testing, demonstrations, and guest appearances) must be submitted to ACP prior to the meeting via the online booth activity form for approval. ACP reserves the right at its sole discretion to refuse any booth activity on the basis of ACP policies, rules, and

---

**Exhibits must be staffed at all times during exhibit hours.**
Regulations. Unapproved booth activities conducted on-site will not be permitted.

**LINEAR BOOTHs:** Linear booths are made of up of 10’x10’ inside and corner booths. **Inside booths** have only one side exposed to an aisle. **Corner booths** have two sides exposed to an aisle. All booths will be provided with an 8’ high back wall drape and 3’ high side wall drapes.

- No structure of a linear exhibit may extend over 8’ in height, including signs, company name, logo, or product information. Under no circumstances may the 8’ high back wall drape be removed.
- No structure over 3.5’ high may extend more than 5’ from the back wall.
- Entrances to booths must be in the direction depicted on the floorplan.
- **Exhibitors are required to have carpet/flooring in their booth space.**

**ISLAND BOOTHs:** Island booths can be made from any full block of booths. Some aisles may be blocked to create islands not shown on the floorplan.

- Island exhibits (including signage and towers) may not extend over 20’ in height.
- Demonstration areas may not be set on the aisle line of the exhibit. Space must be left within the exhibit area to accommodate spectators. Should the spectators interfere with the normal traffic flow in the aisle, or overflow into neighboring exhibits, the presentation will be limited or eliminated.
- The design of the booth should allow accessibility from all four aisles and sufficient see-through areas that do not block the view of adjacent exhibits.
- **Exhibitors are required to have carpet/flooring in their booth space.**

**APPROVAL OF BOOTH SCHEMATICS:** Exhibitors with island booths of 400 sq. ft. or more, structures that exceed 10’ in height, or 2-story booths must submit booth schematics to the ACP Exhibit Manager for review and approval by February 16, 2018.

**DISMANTLING OF EXHIBITS:** Dismantling will begin on Saturday, April 21, at 2:30 PM and continue through Sunday, April 22, until 4:30 PM. Exhibitors who begin to pack or dismantle their booths before 2:30 PM on Saturday will incur a penalty of $1,000, loss of priority points, and loss of eligibility to exhibit at future ACP annual meetings. All Exhibitor freight must be completely removed from the building by noon on Monday, April 23. All outbound carriers must be checked in no later than 8:00 AM on Monday, April 23. Under no circumstances will children under the age of 12 years be permitted in the Exhibit Hall during dismantling hours. An adult must accompany young adults aged 12 to 16 years.

**EXHIBITOR REGISTRATION—LOBBY H:** It is strongly encouraged that exhibitors register badges for booth staff before arriving in New Orleans. Badges can be picked up at Exhibitor Registration in Lobby H of the Convention Center. **Note:** Badges will not be mailed in advance of the meeting.

- Exhibitors cannot enter the Exhibit Hall without badges.
- Exhibitor badges allow exhibit personnel access to the Exhibit Hall only for install, dismantle, and during show hours. Access before or after these hours must be requested in writing from the Exhibit and Meeting Manager.
- Installation and dismantling companies and other exhibitor designated contractors must obtain work identification for their personnel from the official ACP security vendor. Work identification allows access to the Exhibit Hall only during move-in and move-out. Access will be denied during exhibit hours.
- Exhibitor badges do not allow access to scientific sessions.
- Exhibitors who have not pre-registered may do so on-site by producing authorization in the form of a business card or letter.

There is no limit to the number of Exhibit Hall badges requested per booth.

**LUNCH TICKET:** 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. Present this ticket at the Exhibit Hall refreshment stations, or stop by the Exhibitor Lounge beginning at 12:00 PM to pick up your lunch. Additional concessions are available for purchase in the back of the Exhibit Hall.

**ON-SITE REFERENCE GUIDE:**

- **Non-Life Threatening Emergency:** call 3011 from a house phone or 504-582-3011
- **Life Threatening Emergency:** call 3040 from a house phone or 504-582-3040
- First Aid Station: Hall H Lobby
- Business Center: Hall D Lobby
- Rest and Recharge Lounge: Booth #805
- **Exhibitor Service Desk:** Next to Exhibitor Lounge Booth #355
- Lead Retrieval System: Located at Exhibitor Service Desk
- Information Booths: Auditorium C Lobby and Hall H Lobby

**BADGES AND IDENTIFICATION:** All exhibitors are required to wear a badge to access the Exhibit Hall; badges must be worn at all times. Badges will be white with a stripe of color that corresponds to the following categories:

<table>
<thead>
<tr>
<th>Color</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blue</td>
<td>Spouses &amp; Guest</td>
</tr>
<tr>
<td>Orange</td>
<td>Exhibitors</td>
</tr>
<tr>
<td>Pale Yellow</td>
<td>Press</td>
</tr>
<tr>
<td>Green</td>
<td>ACP Staff</td>
</tr>
<tr>
<td>Gray</td>
<td>Vendors</td>
</tr>
<tr>
<td>White w/ Meeting Logo</td>
<td>Physicians</td>
</tr>
<tr>
<td>Black</td>
<td>Pre-Course Only</td>
</tr>
</tbody>
</table>

**SITE REFERENCE GUIDE:**

- **Information Booths:** Auditorium C Lobby and Hall H Lobby
- **Lead Retrieval System:** Located at Exhibitor Service Desk
- **Exhibitor Service Desk:** Next to Exhibitor Lounge Booth #355
- **Rest and Recharge Lounge:** Booth #805
- **First Aid Station:** Hall H Lobby
- **Business Center:** Hall D Lobby
- **Non-Life Threatening Emergency:** call 3011 from a house phone or 504-582-3011
- **Life Threatening Emergency:** call 3040 from a house phone or 504-582-3040
- **Exhibitor Service Desk:** Next to Exhibitor Lounge Booth #355
- **Information Booths:** Auditorium C Lobby and Hall H Lobby

**BADGES AND IDENTIFICATION:** All exhibitors are required to wear a badge to access the Exhibit Hall; badges must be worn at all times. Badges will be white with a stripe of color that corresponds to the following categories:

- **Blue**
  - Spouses & Guest
- **Orange**
  - Exhibitors
- **Pale Yellow**
  - Press
- **Green**
  - ACP Staff
- **Gray**
  - Vendors
- **White w/ Meeting Logo**
  - Physicians
- **Black**
  - Pre-Course Only
We look forward to seeing you in New Orleans!

**ACP Exhibit Team**

**Teresa Lerch**  
Exhibit & Meeting Manager  
215-351-2542  
tlerch@acponline.org

**Susan Galeone**  
Exhibit Program Coordinator  
215-351-2544  
sgaleone@acponline.org

**Christine Bluestein**  
Meeting Planner  
215-351-2541  
cbluestein@acponline.org

**FLORAL**  
TLC  
www.tlc-florist.com

**HOUSING**  
onPeak  
Housing & Travel site

**PHOTOGRAPHY**  
Lagniappe Studio, Inc.  
www.lagniappestudio.com

**AUDIO VISUAL**  
Freeman Audio Visual  
www.freemanco.com

**DECORATOR/GENERAL SERVICE CONTRACTOR**  
Freeman Exposition Services  
www.freemanco.com

**CATERING**  
Centerplate  
www.mccno.com

**ADVERTISING: LITERATURE**  
Bag and Onsite Industry Guide  
TriStar Publishing, Inc.  
www.tristarpub.com

**REGISTRATION/LEAD RETRIEVAL**  
Expo Logic  
www.expologic.com

**SECURITY**  
Summit Services  
800-394-7775

**INTERACTIVE EXHIBIT HALL**  
A2Z  
exhibitsupport@a2zinc.net

annualmeeting.acponline.org/exhibits