

AMIA 2017 Vendor Exhibits

AMIA brings together the largest gathering of moving image archivists in North America. Maximize exposure of your products and services to the people who buy and use them - qualified buyers representing organizations and archives worldwide.

Where and when...

AMIA 2017 will be held November 29th– December 2nd in New Orleans, LA. Exhibits will run Thursday, November 30th and Friday, December 1st, with coffee and breakfast items being served in the Vendor area each day. A special reception will be held in the Vendor area on Thursday 5:30pm – 6:30pm, before the Archival Screening Night event.

Show Hours...

Thursday, November 30th, 2017 TBD

Friday, December 1, 2017 TBD

Vendor move in will be Wednesday, November 29th and move out will begin immediately after the close of the show on Friday, December 2nd. You will receive a complete Exhibitor Package, including move in/move out times, labor, customs and shipping and drayage information from our trade show decorator. **PLEASE NOTE : Electrical connections are handled through the hotel and are not included in the booth cost.**

Costs...

Booth Rental	\$850 per booth
AMIA Institutional Members	\$750 per booth
Contributing Sponsor Package (see letter for information)	\$2000 (includes booth)

All booths are 8' deep x 8' high x 10' wide. The exhibit space application is enclosed - and we urge you to contact us as soon as possible for the best booth selections. A deposit is due with your application within 15 days of your verbal

Hotel...

The special AMIA rate is \$149 per night (plus tax).
Be sure to book your room online to be counted as part of the AMIA group.
Book by October 23rd to assure yourself of the AMIA rate.

The Intercontinental New Orleans
444 St. Charles Ave., New Orleans, LA 70130
<http://www.amiaconference.net/>

VENDOR EXHIBIT SPACE APPLICATION

The undersigned hereby makes a contract for exhibit space. Please be sure to sign the Contract for Space below. Incomplete contracts, without signatures, will be returned and booth rental cancelled.

Deposit/Payment Schedule

Application must be accompanied by a deposit to cover a minimum of 50% of the total rental fees for booths requested and is due within 15 days of the verbal reservation. The balance of the payment is due within thirty days from the date of the booth reservation. All payments to be in US Funds.

Cancellation Policy

If space is cancelled by applicant after October 28th no payment or part of payment will be refunded. Any space not claimed and occupied by 7:00am, Thursday, November 10th, 2016 may be reassigned without further notice and without refund of any rental fee(s) paid.

Booth Specifications

All booths are 8' deep by 10' wide. Booth height may not exceed 8' except with the written consent of show management.

Applicant Information

Company Name _____

Mailing Address _____

City _____ State _____

Zip/Postal Code _____ Country _____

Telephone _____ Fax _____ Email _____

Space Reserved By (Please Print) _____

Principal Products/Services _____

Signature of Applicant _____

Booth Costs

AMIA Institutional Members

\$750 per booth

Non-Members

\$850 per booth

Contributing Sponsor Package \$2000 (includes booth)

AMIA CREDIT CARD FORM

If you prefer to pay your Fees by credit card, please complete the following information.
You may send the form electronically or by fax, but the form must be signed.

Billing information (must be the same as the billing information on your credit card):

Name _____

Institution _____

Address _____

City _____ State/Province _____ Zip/Postal Code _____

Phone _____ Email _____

Amount to be charged \$ _____

Card Number _____

Expiration Date _____

Name of Cardholder (please print) _____

Signature of Cardholder _____

Return to kkersels@amianet.org or fax to 323.463.1506