

AMIA 2019 pAVilion Information

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 2019 will be held November 13-16, 2019 in Baltimore, Maryland. **Exhibits will run Thursday, November 14th and Friday, November 15th**, with coffee served in the area each day. The pAVilion will bring together the Vendor Cafe with the AV Fair, skill shares, "ask an expert" spaces, small group discussions, and poster sessions. Our goal is to create a hub for sharing information at the conference.

Show Hours...

Thursday, November 14, 2019 9:30am – TBD
Friday, November 15, 2019 9:00am – 2:00pm

Exhibitor move in will be Wednesday, November 13th and move out will begin immediately after the close of the show on Friday, November 15th. 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.

Hotel...

The special AMIA rate is \$164 per night (plus tax).
Be sure to book your room online to be counted as part of the AMIA group.

Book by October 7th to assure yourself of the AMIA rate.

Renaissance Baltimore Harborplace Hotel
202 East Pratt Street | Baltimore, MD 21202 | 410.547.1200

AMIA EXHIBITOR SPACE APPLICATION

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

Deposit | Payment Information

In most cases, application must be accompanied by a deposit to cover a minimum of 50% of the total rental fees for booth(s) requested. The balance of the payment is due within thirty (30) days from the date of the booth reservation or on or before October 31st, whichever is sooner. All payments must be in US funds.

Cancellation Policy

If space is cancelled by applicant after October 31st, 2019 no payment or part of payment will be refunded. Any space not claimed and occupied by 8:00am, Thursday, November 14, 2019 may be reassigned without further notice and without any refund of payment.

Booth Specifications

All booths are 8' by 10' wide. Booth height may not exceed 8' except with the consent of show management. All booths include a 6' draped table, two chairs, a wastebasket and an identifying sign. Electrical connections are not included with the booth cost.

Booth Costs

AMIA Institutional Members	\$750 Per Booth
Non-Members	\$850 Per Booth
Contributing Sponsor	\$2000 (Includes 1 (one) Booth)

Applicant Information

Company Name _____

Mailing Address _____

City _____ State _____

Zip | Postal Code _____ Country _____

Telephone _____ Email _____

Principal Products | Services _____

Space Reserved By (Please Print) _____

Signature of Applicant _____

Please indicate your top three (3) booth choices **TBD - Floorplan to follow**

Please note that your requests are not guaranteed. We will try honor your selections or come as close as possible

AMIA

Credit Card Form

If you prefer to pay your fees by credit card, please complete this form. You may send this form electronically to kkersels@amianet.org or fax to 323.463.1506.

Billing Information:

Name _____

Company _____

Address _____

City _____ State|Province _____

Zip|Postal Code _____ Country _____

Phone _____ Email _____

Amount to be Charged \$ _____

Card Number _____

Exp. Date _____ Code _____

Name of Cardholder (Please Print) _____

Signature of Cardholder _____