

AMIA 2023 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 2023 will be held November 15-17, 2023 in Tulsa, Oklahoma. **Exhibits will run Thursday, November 16th and Friday, November 17th**, 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 16, 2023	9:00am – TBD
Friday, November 17, 2023	9:00am – 2:00pm

Exhibitor move in will be Wednesday, November 15th in the afternoon and move out will begin immediately after the close of the show on Friday, November 17th. 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, Alliance.

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 10' deep x 8' high x 8' wide. The exhibit space application is enclosed.

Hotel...

The special AMIA rate is \$159 per night (plus tax).

Be sure to book your room online to be counted as part of the AMIA group.

Book by October 20th to assure yourself of the AMIA rate.

<https://amiaconference.net/hyatt-regency-tulsa-downtown/>

Hyatt Regency Tulsa Downtown

100 East Second Street | Tulsa, Oklahoma 74103 | 918.234.1234

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.

Payment Information

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, 2023 no payment or part of payment will be refunded. Any space not claimed and occupied by 8:00am, Thursday, November 16, 2023 may be reassigned without further notice and without any refund of payment.

Booth Specifications

All booths are 8' by 10' . 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. You may order through the hotel (application to follow)**

Booth Costs

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

Applicant Information

Company Name _____

Address (for online program) _____

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 _____

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 _____