



EXHIBITOR INFORMATION

Thank you for being a part of the Palmetto Partner Showcase at the 2024 Young Agents Conference! Please read below for important information regarding exhibiting at the upcoming event.

Event Dates: August 8-10

Event Location: The DeSoto, Savannah

Exhibitor Dates: August 8-9

15 E Liberty, Savannah, GA 31401

THINGS TO KNOW:

- **Table Top Booths/ Space includes:** One 6' draped/skirted table, 2 chairs, exhibitor identification tent card sign, recognition in conference program as a sponsor/exhibitor and recognition on website and conference materials.
- **EXHIBITOR ORDER FORM: Electricity & Shipping** must be arranged by the exhibitor directly with the hotel. An order form can be found on the IIABSC website.
RETURN FORM DIRECT TO THE HOTEL AS DIRECTED ON THE FORM NO LATER THAN July 26th.
IMPORTANT: IIABSC and the hotel have no liability for the delivery, security, or condition of your packages. Hotel fees apply. Electrical requests made onsite may not be fulfilled. Advance arrangements for these items is extremely important. Please be sure to read carefully and follow all instructions on the form provided.
- **Location:** Table top spaces will be located in *Oglethorpe Ballroom*. Exhibit assignments for this event are not released in advance. Tables will have an exhibitor ID sign so that you can easily locate your table upon arrival.
- **Company Giveaways:** Exhibitors are encouraged to bring company giveaways for attendees and have the option to bring family friendly or child friendly items IF you so choose. Parents are strongly encouraged to accompany any children in the exhibit hall and have been reminded that this portion of the event is specifically set-up as networking and business opportunities for Company Reps and Agents. Any drawings held at booths are the exhibitor's responsibility. Exhibitors are not permitted to make announcements from the microphone.

EXHIBIT HALL DRAWINGS:

- **Agent Passport Drawing:** Agents will visit each exhibitor and have them initial or stamp their "Palmetto Partner Passport" card (located in the conference program) for a chance to win **\$200 cash (and a second chance winner for \$100 cash)**. Agents must visit and receive initials from all exhibitors to be eligible.
- **Door Prize Drawings:** Agents will have chances to win prizes throughout exhibit hrs.

EXHIBIT SCHEDULE:

You may set-up/breakdown your booth during the times shown below ONLY. At least one representative must be at your booth during exhibit hall hours. **Setting up or breaking down your booth at any time other than those indicated below will result in a \$750 fine and your company may not be permitted to exhibit at the next event.**

Thursday, August 10

- **Exhibitor Set-up:** 2:30pm- 3:30pm (Oglethorpe Ballroom)
- **Exhibits Open, WELCOME RECEPTION-** 4:00pm-6:00pm

Friday, August 11

- **Grab & Go Breakfast Available to Exhibitors (Optional)** 7:45 am - 9:00 am (Madison Prefunction)
- **Exhibits Open & NETWORKING-** 10:15 am – 12:15 pm
- **Exhibitor Breakdown:** 12:15 pm Exhibitors must be broken down by 1:15 pm.

Thank you,
Stacy Boan, Professional Development & Event Manager