



Indiana Association of School Principals

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The Indiana Association of School Principals leads in the advocacy and support of all principals in their commitment to every child.

Fall Professionals Conference Exhibitor Information

Exhibit hours: November 20, 2023, 7:00 a.m. to 3:30 p.m.

The Fall Professionals Conference
J W Marriott Grand Ballroom 5-6
JW Marriott Indianapolis
10 S. West Street,
Indianapolis, IN 46204 | 800-204-2873

Set up: Please NO set up during the reception.
Set Up begins AFTER 6:00 p.m. on November 19.
or when the hall opens on
Monday, November 20, at 6:00 a.m.

All Booths

<p>Show Contractor: Smith Expo, LLC, www.smithexpo.com 317-362-6890 email: hsmith@smithexpo.com</p>	<p><u>Order your electrical needs directly from the Indianapolis JW Marriott.</u></p> <p>The Wireless internet code is provided at no extra charge day of conference.</p>	<p>Standard Booths are 8' deep and 10' wide, and come with an 8' back drape, 3' side panels, a draped 6' x 2' table, two folding chairs, one waste basket, and a one-line identification sign.</p>
<p>Each exhibitor will receive a packet of information from Smith Expo, detailing additional items and services that are available. Including shipping display materials to your booth.</p>	<p>Please Note do not ship any materials directly to the exhibit hall. Unfortunately, the hotel will NOT be able to accept exhibitor materials. Contact Smith Expo for assistance with their delivery service.</p>	<p>Meal options: There are restaurants in the JW Marriott or you may purchase a breakfast ticket for \$55 per person and/or lunch ticket for \$70 per person in advance or at registration. (We understand these are high prices but are less than our actual cost.)</p>

Booth 1-77; \$500 each
Please see Exhibit Hall [map](#)

Request a complimentary **electronic roster** for the Fall Professionals Conference attendees by emailing Beth Moore at mailto:emoore@iasp.org. The list is will be as of the date requested.

Each Exhibitor is requested to provide a **door prize(s)**. Door prizes will be awarded at Monday evening's celebration. Door prize(s) can be left at the conference registration desk before you leave. Please have a **business card or note recognizing your company attached to the door prize(s)** so that the recipient will know who provided their prize. Thank you for supporting our principals.

<p>IASP EXHIBITOR BOOTH and SPONSORSHIP SELECTION PROCESS:</p>	<p>At http://www.iasp.org/ go to Principal Programs, scroll down to Exhibit Information for details. To select your booth or sponsorship click "Exhibitor Registration" Submit the electronic registration form.</p>
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Questions? Email: emoore@iasp.org
Cancellation Policy

Refunds or credits will be given only for cancellations made in writing (mail, fax, or email to emoore@iasp.org)
On or before Oct. 10 90% Refund
Between Oct 11 and Nov.1 50% Refund
After 4:00 p.m. on Nov. 2 No Refund