

INTERNATIONAL ASSOCIATION FOR IDENTIFICATION'S 107th EDUCATIONAL CONFERENCE



AUGUST 20-26, 2023

GAYLORD NATIONAL RESORT
& CONVENTION CENTER
NATIONAL HARBOR, MD



Dear Prospective Exhibitor:

There are many reasons why the IAI's 107th International Educational Conference, August 20-26, 2023 in Gaylord National Resort & Convention Center National Harbor, Maryland will be great for your organization.

- The exhibit provides the ultimate opportunity for marketing your products or services.
- There will be an audience of over 1,000 forensic scientists and potential customers who include top-level professionals prepared to make purchasing decisions.
- Annually the IAI Conference promises a way to generate valuable leads and increase your organization's visibility.
- The Conference program is planned to draw attendees to the exhibit hall for over 16 hours of contact, including all session breaks and two evening receptions.

Select your booth location(s) from the enclosed Exhibit Floor Plan. Each 10'x10' booth is an affordable \$1,600. Due to an overwhelming response, it is recommended that you reserve your booth location as soon as possible. This Conference always guarantees a large attendance and you won't want to miss it!!

Join us in 2023!!

Sincerely,

Candace Murray

Candace (Candy) Murray
Conference Planner



CONTACT INFORMATION:

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NATIONAL HARBOR, MARYLAND
With views of the Woodrow Wilson Bridge and the Washington National Monument over the Potomac River, National Harbor has everything from busy outlet mall shopping to a casino. The waterfront is home to a vibrant carousel and a unique sculpture, plus a ferry terminal and a marina sporting a ferris wheel. It offers many bars and restaurants.

www.nationalharbor.com/

The Gaylord National Resort and Convention Center is located at National Harbor, Prince George's County, Maryland.



PHOTOS - COURTESY OF NATIONAL HARBOR,
AND GAYLORD NATIONAL RESORT
AND CONVENTION CENTER



107TH INTERNATIONAL EDUCATIONAL CONFERENCE AUGUST 20-26, 2023

**THE 2023 IAI EDUCATIONAL CONFERENCE WILL BE HELD AT
GAYLORD NATIONAL RESORT & CONVENTION CENTER
NATIONAL HARBOR, MARYLAND**

EXHIBIT HOURS:

MONDAY, AUGUST 21, 2023

8:00 a.m. – 2:00 p.m. – Exhibit Move-In

4:00 – 7:00 p.m. – Exhibit Grand Opening with Reception

TUESDAY, AUGUST 22, 2023

9:00 a.m. – 7:00 p.m. – Exhibits Open

1:00 – 1:45 p.m. – Exhibitor's Break

2:00 p.m. – Exhibit Re-Opens

5:00 – 7:00 p.m. – Photo Contest & Reception

WEDNESDAY, AUGUST 23, 2023

9:00 a.m. – 1:00 p.m. – Exhibits Open

1:00 – 10:00 p.m. – Move-out

Exhibit schedule times are approximate and are subject to change.

Breaks each day are held in the Exhibit Hall; there will also be scheduled breaks for exhibit staff when the hall will be closed to the attendees.

Conference name badges are required for admittance to the Exhibit Hall. Booths must be manned during the hours the exhibit is open.

Security will be provided during the hours that the exhibit area is closed.

LOCAL ACCOMMODATIONS

See the IAI website for links to make hotel reservations at the Gaylord National Resort & Convention Center.

WWW.THEIAI.ORG



GENERAL INFORMATION

The Exhibit Booth Fee of \$1,600 Includes:

- 10'x10' pipe and drape space with 8' high back wall drape and 3' high side drape
- 7" x 44" one-line ID sign
- One six-foot draped table with two chairs
- One full registration OR two floor passes (additional registrations will be \$425 or \$275 per person for floor passes)

Admission to the Exhibit Area

Special badges will identify exhibitors. Official IAI conference badges will be required for admission to the exhibit area. Exhibitors receive one full registration per booth, which entitles them to all social functions and educational sessions OR two floor passes which allows them admittance to the Exhibit Hall.

Booth Assignment

The Conference Committee will strive to fulfill all position requests. In the event that the exhibitor's position preferences are unavailable, the manager will select the next best space available. (Refer to the Exhibit Floor Plan). All booths are assigned via a selection process based on sponsorships, seniority, longevity, and then first-come first served.

Assignment and Sublease

Exhibitors shall not sublet booths or any equipment provided, or assign this lease in whole or in part.

Materials and Props, Food & Drinks

Exhibitors are reminded of the educational nature of this conference. Therefore, booth attendees may not be costumed. Exhibitors may give away water, and candy. Any other type of food or drink must be approved by the Exhibit Coordinator.

Restrictions

Exhibitors may not project on walls or ceiling. Exhibitors may not block line-of-sight of an adjacent exhibitor with their booth. Please contact the Exhibit Coordinator if you have any questions regarding booth construction.

Installation and Dismantling

Exhibit booths will be ready for setup Sunday, August 20th at 8:00 a.m. All materials must be removed and prepared for shipping from the booths by Wednesday, August 23rd after 1:00 p.m. Exhibits may not break down before the scheduled time without show management permission.

Responsibility for Loss or Damage

Exhibitors assume all responsibility for damage caused by the exhibit to the person, property, or rights of other parties, including injury to floors, walls, decorations, or equipment of the center or exhibit contractors. Exhibitors will not hold the Conference Committee or the IAI responsible for any loss by theft or damage.

Shipping, Labor, Furniture Rental, & Other Services

After the exhibit space is reserved, Levy Exposition Services will supply order forms for drayage, furniture rental, installations, dismantling labor, and various other services including carpet and electric. The expense of these services are the responsibility of the Exhibitor.

Payment

Payment in full must be received by April 19th, 2023. Add \$200 per organization after 4/19/23 and \$250 per organization after 5/27/23.



FOR MORE INFORMATION CONTACT:

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