

ATIA 2010 Orlando

Showcasing Excellence in Assistive Technology

January 28 - 30, 2010 • Orlando, Florida

EXHIBITOR BULLETIN

January 2010 ■ Bulletin #3 of 4

2011 Orlando Space Selection

Eligible exhibitors must have their **membership dues** and a **50% deposit of total booth space** for 2011 Orlando paid in full by January 18, 2010 in order to participate in the onsite space selection. Confirmation of deposit paid, current priority point total, and onsite logistical information will be emailed to each eligible exhibitor tomorrow, Friday, January 15, 2010. Confirmation for individual space selection assignment meetings with ATIA Sales will be emailed on Friday, January 22, 2010. As a reminder, space selection will be held Thursday – Friday onsite and will be organized by individual vendor appointments – there will be **NO Friday evening space selection event**. Refer to the Exhibitor Resource Page for further information:
www.atia.org/i4a/pages/index.cfm?pageID=3413

Exhibitor Registration

Visit the following website to register your booth personnel for the 2010 Orlando Conference –
www.atia.org/i4a/pages/index.cfm?pageID=3413
*Exhibitors **MUST** register for badges in order to gain entry into the hall during booth set up*

Lead Retrieval

Lead Retrieval Order Form can be found on the [exhibitor resource page](#).

Member / Exhibitor Reception

NEW for the conference, there will be a member and exhibitor reception on Wednesday, January 27 from 6pm – 7:30pm in Caribbean IV. The reception will be cash bars with light snacks available. Please RSVP here <http://www.atia.org/i4a/forms/form.cfm?id=82>.

Exhibitor Service Manual

Please use the following website link to access the manual:
www.shepades.com/kit/ATIA_2010/ATIA_F110180110.pdf

Onsite Press Information

Local media has been invited to the conference on Thursday, January 28, 2010. Press kits should be dropped off in the Hibiscus room on Wednesday, January 27, 2010 by 5:00pm to be distributed by ATIA Staff.

Exhibit Hall Schedule

Move-In: Tuesday, Jan. 26 8:00am – 5:00pm
Wednesday, Jan. 27 8:00am – 5:00pm

Open Show Hours:

Thursday, January 28, 2010

10:30am – 12:30pm (unopposed time)
Concessions Open / Lunch Available in Tented Pavilion:
12:00pm – 2:00pm
Hall Closed / Exhibitor Break: 12:30pm – 3:00pm
Hall Open: 3:00pm – 6:00pm

Friday, January 29, 2010

Hall Open: 10:30am – 12:30pm (unopposed time)
Concessions Open / Lunch Available in Tented Pavilion:
12:00pm – 2:00pm
Hall Closed / Exhibitor Break: 12:30pm – 3:00pm
Hall Open: 3:00pm – 5:30pm

Saturday, January 30, 2010

9:00am – 12:00pm
Move-Out: Saturday, Jan. 30 12:00pm – 6:00pm
Please keep in mind the exhibit hall will be available to the public at no cost during all open hours.

Housing Information

ATIA has a discounted room block at the Caribe Royale Hotel and Convention Center. When you make your room reservation, please be sure to reference the ATIA Conference to receive the discounted room rate.

**Rooms rates are available until the ATIA room block sells out.*

Reservation line: 800-823-8300

Online Reservations

<http://www.cariberesorts.com/mailers/atia/atia-090820.html>

Questions?

Contact Kendra Afeld at 312-673-5707 or kafeld@smithbucklin.com with any last minute questions regarding your participation as an ATIA Exhibitor at the upcoming conference.

Please visit the **ATIA 2010 Orlando Exhibitor Resource Page** for additional important show details:
www.atia.org/i4a/pages/index.cfm?pageID=3413

Looking forward to seeing you all in a couple weeks!