

Exhibitor Success Webinar
September 25, 2026

Webinar Agenda

Welcome – Ana B
Convention Agenda & Speaker Resources- Jen L
Event Highlights- Kristen H
Convention Center Overview- Danny R
STEM & Career Fair –Kristen H
Interview Hall- Danny R
Exhibitor Resources- Kristen H
Exhibitor Portal- Rebecca P
Career Center- Karina S
Q&A



Event Agenda & Speaker Resources

Jen Linck

2026 NATIONAL CONVENTION HIGH LEVEL AGENDA OVERVIEW

REGISTRATION OPENS AT 6AM DAILY

Wednesday

- IPC Meeting
- Convention Readiness
- Academic Olympiad
- SHPEtinas/LiT Kickoff
- General Workshops
- Track Workshops
- Opening Ceremony
- National Meeting
- Hospitality Suites
- Conexiones

Thursday

- Wake Up & Workout
- University Village & Grad Expo
- STEM Research Competition
- Academic Olympiad Finale
- General Workshops
- Track Workshops
- Excellence in STEM Luncheon
- Regional Meetings
- Lifetime Member Reception
- Experienced Talent Showcase
- 3-Minute Grad Thesis Competition
- Passport to Grad School Mixer
- SHPEtinas/LiT Networking
- Pride Celebration
- Professional Networking Reception

Friday

- Ribbon Cutting
- STEM & Career Fair
- University Village & Grad Expo
- AI Hackathon Finale
- Innovation Lab Stage
- STAR Awards Gala
- Friday Night Fiesta

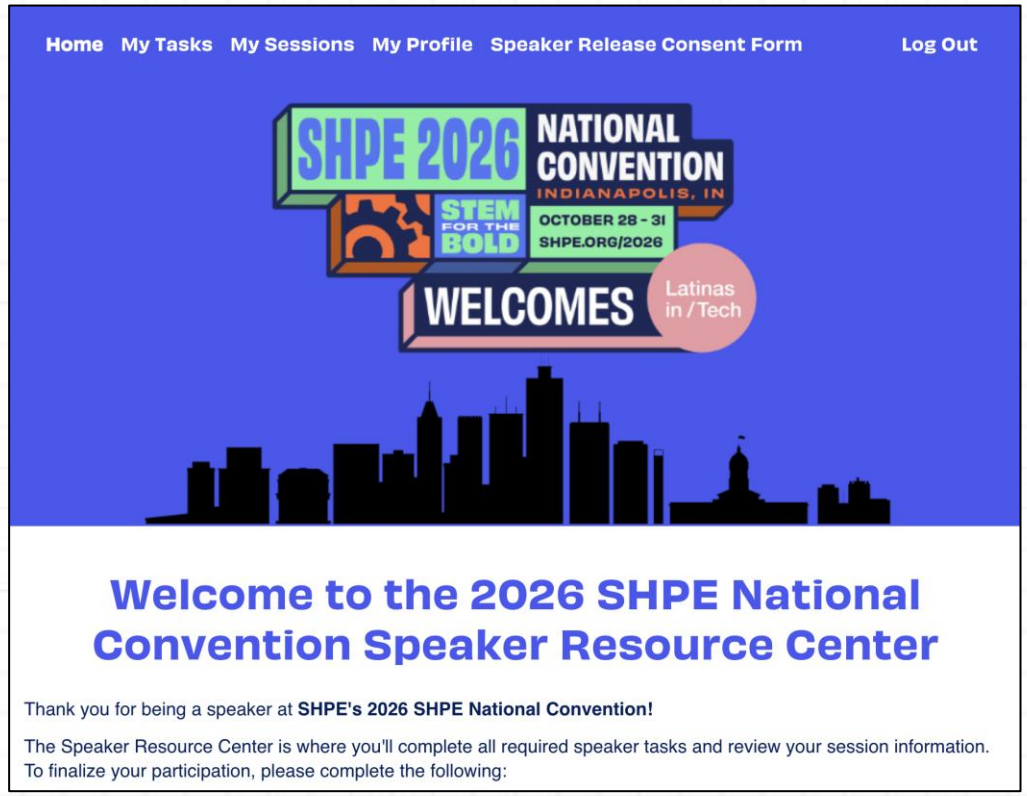
Saturday

- STEM & Career Fair
- Innovation Lab Stage
- IPC Celebration Lunch
- STEM Familia Fest

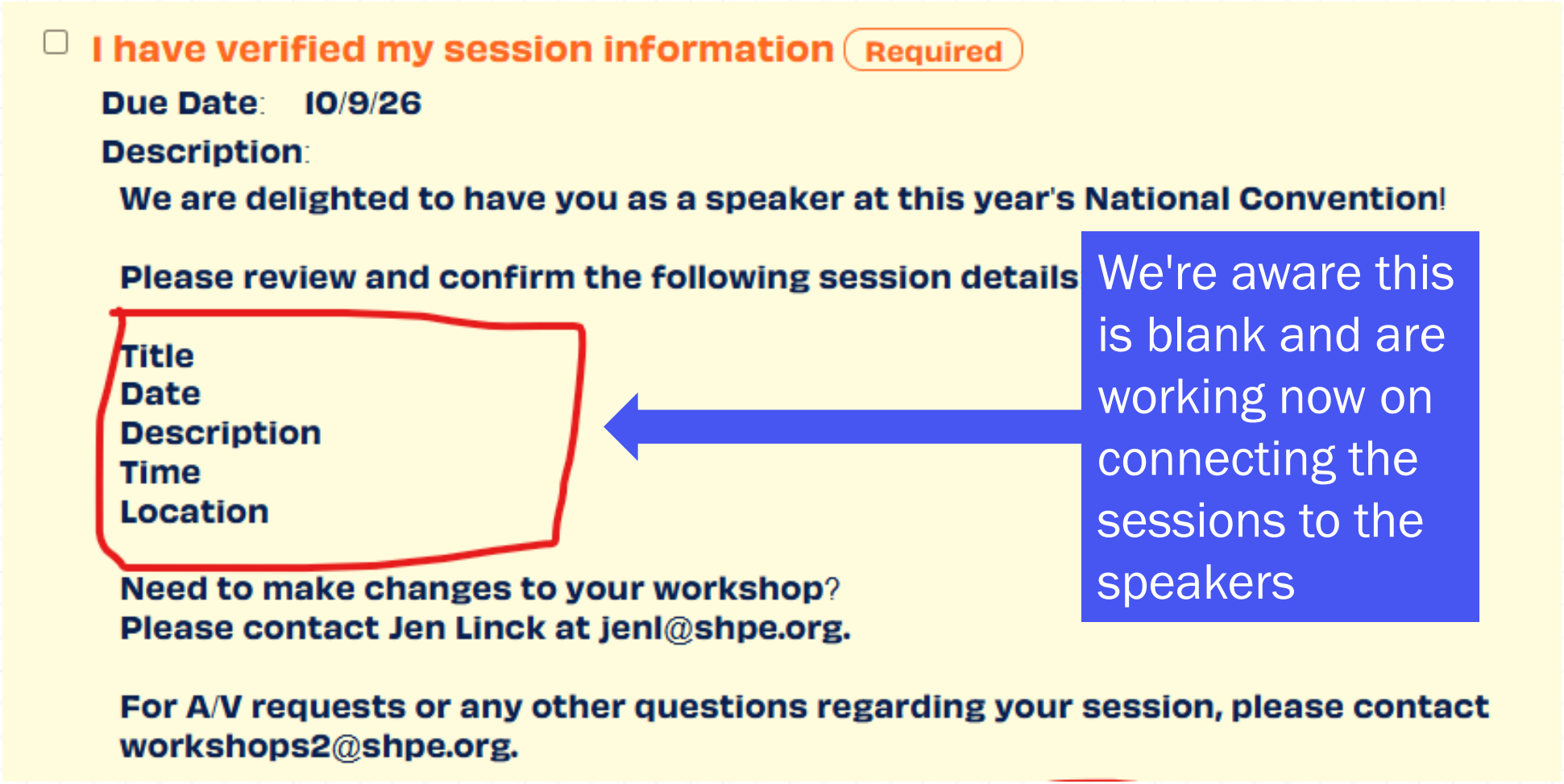
FOR SPEAKERS | Portal Access

1. Complete the Speaker Intake Form ASAP
2. Get access to the Cvent Speaker Portal
3. Upload headshot and bio
4. Agree to terms
5. Upload the presentation

Link here

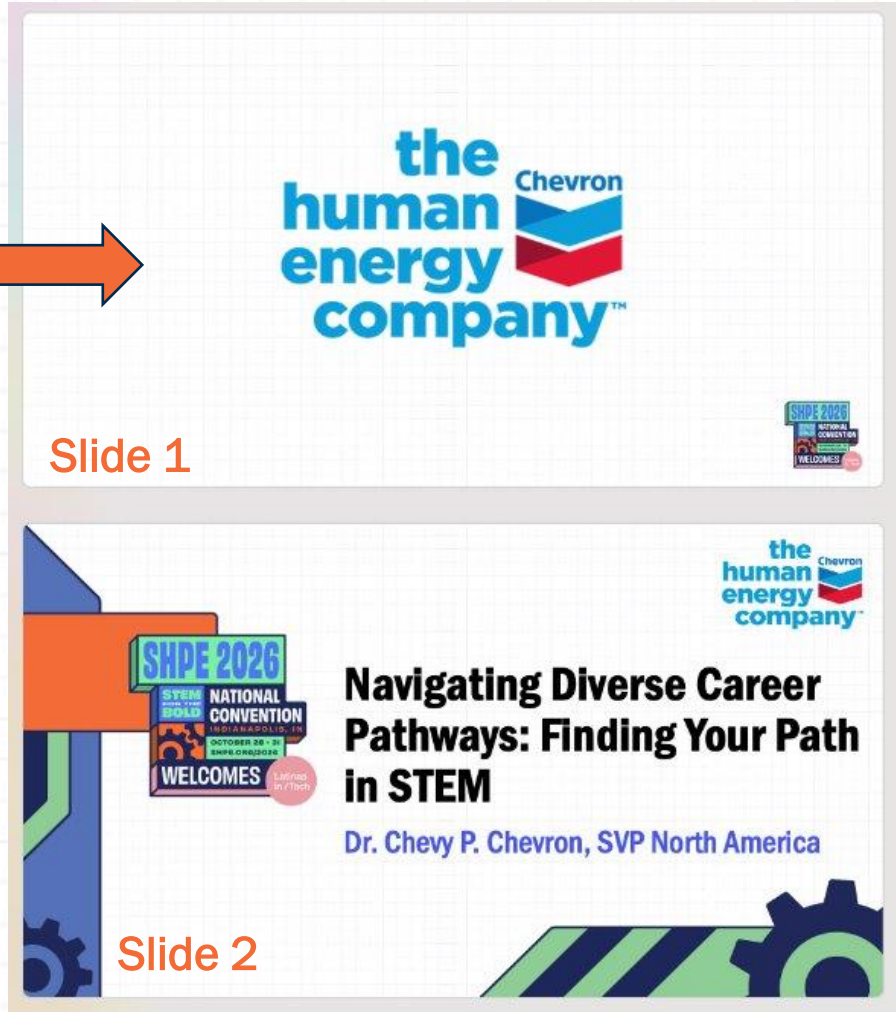


FOR SPEAKERS | Portal Known Issue



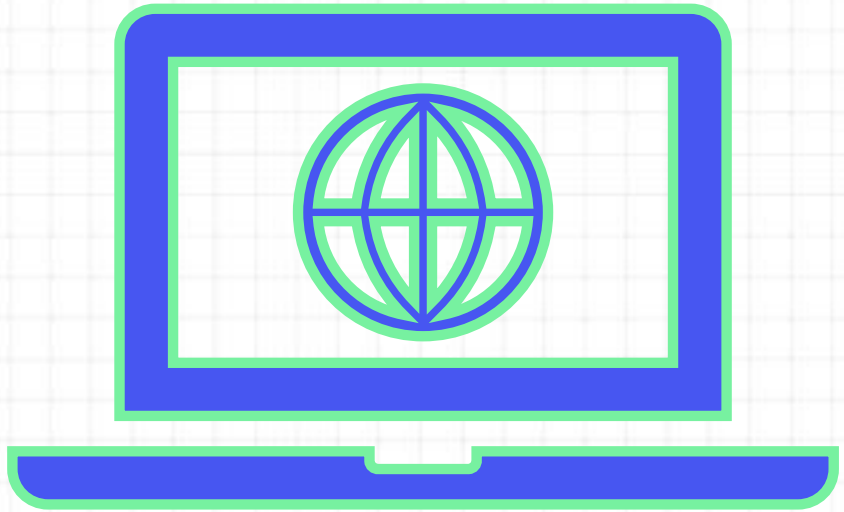
FOR SPEAKERS | Presentation Prep Notes

1. Use the convention template.
2. Insert an initial slide with your company logo.
3. Leave 5 minutes at the end for attendees to have attendees complete the survey.
4. Keep the survey slide in the deck.
5. Upload the presentation in the Speaker Portal.

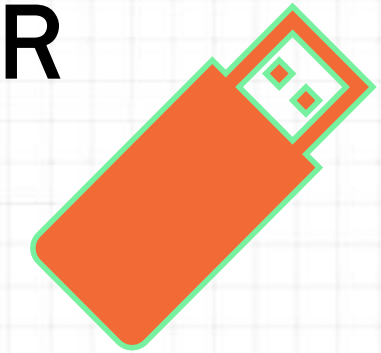


FOR SPEAKERS | Presentation Onsite

- To use our laptop, bring your deck on a thumb drive.
- To use your own laptop, bring the appropriate adapter to convert the laptop's video output (USB-C, DisplayPort, or Mini DisplayPort) to HDMI.



OR





Event Highlights

Kristen Haley

LEADERSHPE WARDROBE *Returns for* 2026!

The LeaderSHPE Wardrobe
Dignity • Style • Confidence

PRESENTING SPONSOR
BANK OF AMERICA.

Helping students and early-career professionals access professional attire for interviews, career fairs, and networking opportunities.







HOW YOU CAN HELP

ENGAGE YOUR ERGs
Encourage your ERGs to hold a clothing drive for professional attire and accessories appropriate for interviews.

IN-KIND DONATIONS NEEDED
Personal hygiene items, shopping bags, clothing hangers, lint rollers, and breath mints.

SHIP ADVANCE
Ship donation items to the warehouse to arrive between **September 28–October 21.**

WE'LL HANDLE THE REST
Exhibitors are responsible for shipping costs but **SHPE will cover the drayage costs** providing shipped with our special labels.

NEW!
SPONSORSHIP OPPORTUNITIES AVAILABLE
Support this impactful initiative and connect your brand with the SHPE community.

QUESTIONS OR INTERESTED IN LEARNING MORE?
Contact events@shpe.org & cindys1217@gmail.com
For additional details on donation guidelines and shipping logistics.

SCAN TO LEARN MORE OR GET INVOLVED!

OR CLICK HERE TO LEARN MORE!

SHPE 2026
STEM FOR THE BOLD
NATIONAL CONVENTION
INDIANAPOLIS, IN
OCTOBER 28 - 31
SHPE.ORG/2026
WELCOMES Latinas in Tech

familia Fest

NEW OPPORTUNITY FOR 2026!

Familia Fest is a **high-energy, family-centered** activation built into the heart of the SHPE National Convention. **Free and open to the public**, it welcomes **K–12 students, parents, educators,** and the broader Indianapolis community for a day of hands-on exploration and meaningful connection.

DATE
Saturday 10/31/26
10AM – 2PM

LOCATION
University Village

WHO TO EXPECT
K–12 Students • Families
Educators • Community
Members & More!



HOW CAN EXHIBITORS PARTICIPATE?

SPONSORSHIP OPPORTUNITIES AVAILABLE
Increase your visibility and make a lasting impact.

OR

EVENT UNDERWRITING OPPORTUNITIES AVAILABLE
Support an unforgettable experience for families and the community.

For more information visit:
https://shpe-familia-fest.lovable.app/

Questions?
donations@shpe.org

SHPE 2026
STEM FOR THE BOLD
NATIONAL CONVENTION
INDIANAPOLIS, IN
OCTOBER 28 – 31
SHPE.ORG/2026
Latinas in Tech

STAR Awards Gala & Excellence in STEM Luncheon Tables

TABLE RESERVATIONS DEADLINE: OCTOBER 15

STAR AWARDS GALA TABLE — $2,000

OCTOBER 30 | 7:00 – 9:00 PM

SHPE's premier recognition event honoring outstanding professionals, students, and organizations making a meaningful impact in STEM. This high-visibility evening positions your company alongside award-winning leaders and innovators in a powerful and inspiring setting.

- Table includes 10 seats (8 for your team + 2 reserved for ScholarSHPE awardees or travel stipend recipients)

EXCELLENCE IN STEM LUNCHEON TABLE — $1,500

OCTOBER 29 | 12:00 – 1:30 PM

A high-energy recognition event celebrating outstanding students and emerging leaders in STEM. This experience provides a more intimate setting where your team can engage directly with award recipients and top talent in a meaningful and impactful way.

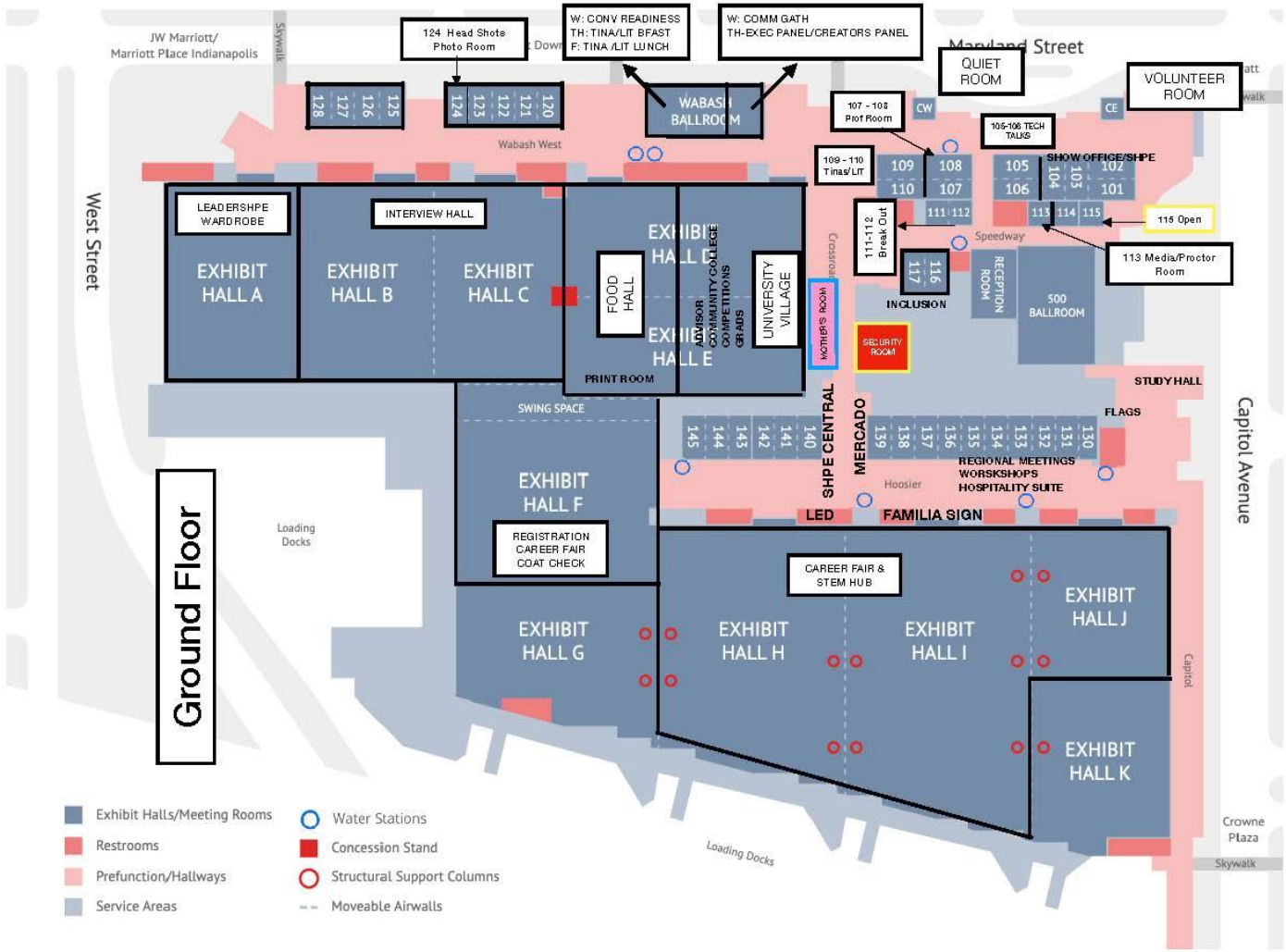
- Table includes 10 seats (8 for your team + 2 reserved for ScholarSHPE awardees or travel stipend recipients)



Convention Center Overview

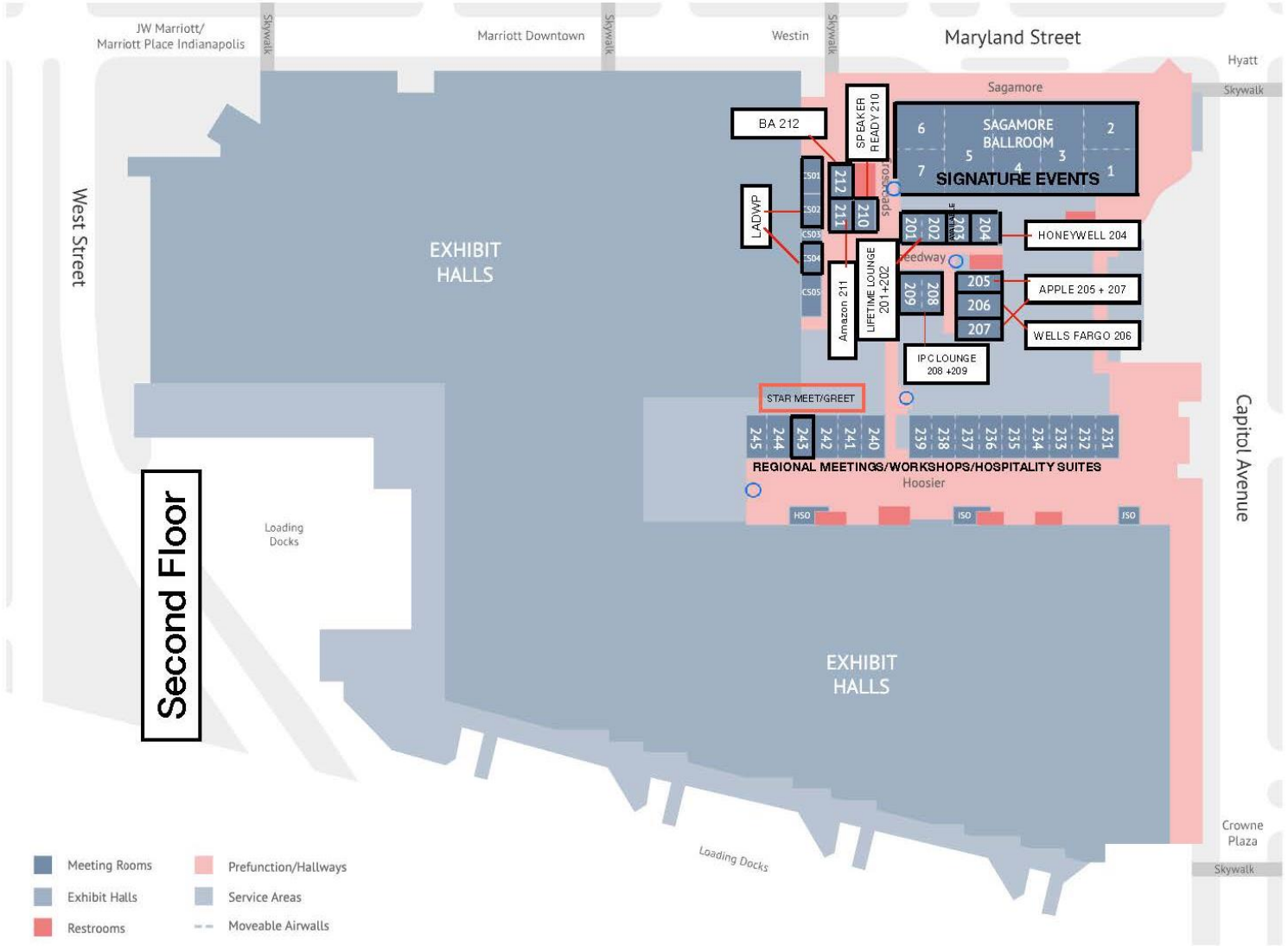
Danny Rosenstock

Indiana Convention Center – 100 Level



- You can enter the building via the street level entrances on this level
- All Exhibit Halls are on this level
  - Hall A – LeaderSHPE Wardrobe
  - Halls B & C – Interview Hall
  - Halls D & E – University Village/Grad Expo/Familia Fest and Food Hall
  - Hall F – Registration & Line Up
  - Halls H, I, J – Career Fair
- Meeting Rooms
- SHPE Central & Mercado

Indiana Convention Center – 200 Level



- The skywalks from the JW Marriott, Indy Marriott Downtown, Westin, Hyatt Regency, Crowne Plaza connect to the building on the second level
- Meeting Rooms
- IPC Lounge 208/209
  - Must have wristband to enter
- Signature Events – Sagamore Ballroom

Entering the Building

- Entrances to the Building
  - Main Entrance Near Hall A – Door #1 West Street Plaza (100 Level)
  - Near Hall D - Door #4 - Wabash 1 Lobby (100 Level)
  - Hotel Skywalk Connectors (200 Level)
    - JW Marriott, Indy Marriott Downtown, Westin, Hyatt Regency, Crowne Plaza
- Building Hours
  - Wednesday 10/28 6:00 AM – 11:00 PM
  - Thursday 10/29 6:00 AM – 11:00 PM
  - Friday 10/30 6:00 AM – 11:00 PM
  - Saturday 10/31 6:00 AM – 11:00 PM
- Security
  - Everyone will walk through the OPENGATE scanners as they enter. If the scanner flags someone, they will be pulled to conduct a bag check.



STEM & Career Fair

Kristen Haley

CAREER FAIR HOURS

View the Career Fair Floor Plan Here

EXHIBITOR SCHEDULE

Plan Your Arrival, Career Fair & Departure

MOVE IN HOURS

WEDNESDAY
10/28/26
8:00 AM – 5:00 PM

THURSDAY
10/29/26
8:00 AM – 5:00 PM

Exhibitors MUST be set **Thursday** night.

HOURS OPEN TO ATTENDEES

FRIDAY 10/30/26
8:30 - 11:00 am – Attendees Group A
1:00 - 3:30 pm – Attendees Group B
3:30 - 5:00 pm – Attendees A&B

SATURDAY 10/31/26
8:30 - 11:00 am – Attendees Group B
1:00 - 3:30 pm – Attendees Group A
3:30 - 4:30 pm – Attendees A&B

Attendees will split into two (2) groups.
We will clear the career fair of attendance between the groups.

MOVE OUT HOURS

SATURDAY
10/31/26
4:30 PM – 10:00 PM

Exhibitor resources will be available in the Cvent portal **July 21st.**

Career Fair Attendee Groups

What exhibitors need to know before scheduling interviews

GROUP ASSIGNMENT TIMELINE

OCT

Assignments begin in October

Attendees receive a randomly selected Group A or Group B assignment.

14

October 14 registration cutoff

Later registrants receive their group assignment onsite at badge pickup.

HOW GROUPS ARE BUILT

Assignments are completely random

Neither group targets a specific:

- Discipline or major
- Career Level

Qualified candidates may appear in either group.

RECRUITER ACTION

Protect interview capacity for both groups

Last year, some exhibitors filled all interview slots during Group A.



Schedule strategically across Friday and Saturday

Career Fair Schedule

Plan staffing, booth lines, and activities around each access period

DAILY ATTENDEE FLOW

1st GROUP ACCESS

Recruit and schedule qualified candidates

HALL RESET

Break, lunch, and booth preparation

2nd GROUP ACCESS

Recruit and schedule qualified candidates

FINAL 1.5 hours Friday

FINAL 1 hour Saturday

BOTH GROUPS

Open access period

LINE AND HALL OPERATIONS

- Use the shared aisle space for attendee lines.
- Coordinate line placement with nearby exhibitors.
- Stop adding attendees to your line 15 minutes before each access period ends.

NEW FOR 2026

Plan offer celebrations during the open access period

The final hour gives candidates from both groups access to your booth.

Career Fair Exhibitor Guidelines

Three expectations that protect attendee flow and neighboring exhibitors

01

Solicitation and Materials

Keep distribution within your assigned space

- Booth, workshop, or sponsored activation
- **No pre-screening or flyer distribution in convention center or hotel hallways**

02

Booth Height

20-foot maximum for eligible island booths

- Applies to island booths of 400 square feet or more
- Review Exhibitor Resources for complete height and installation requirements

03

Good Neighbor Expectations

Protect shared space around your booth

- Keep sound from disrupting nearby exhibitors
- Manage lines so they do not block booths or aisles
- Coordinate shared aisle space with your neighbors

Full booth specifications and policies are available in Exhibitor Resources.

REVIEW RESOURCES

What is Included in Your Booth – Inline Booth

1 BOOTHS OUTSIDE THE GOVERNMENT NON-PROFIT PAVILION



- Each 10x10 booth will be set with an 8' high blue and white back drape, a 3' blue side drape, one 6' skirted table, 2 chairs, and 1 wastebasket.
- In-line booths (300 square feet or less) will receive an identification sign that will hang off the back drape.
- The company name will be the same as what was submitted on the commitment form.

Carpet or flooring is required to cover the floor in your booth. You may bring your own or rent through Freeman. At 3:00 PM on Thursday, October 29th, Freeman will install carpet, at the exhibitor's expense, in any booth that has not installed carpet or flooring.

What is Included in Your Booth – Gov't & Non-Profit

2 BOOTHS IN THE GOVERNMENT NON-PROFIT PAVILION



- Each 10x10 booth will be set with an 8' high blue and white back drape, a 3' blue side drape, one 6' skirted table, 2 chairs, and 1 wastebasket.
- In-line booths (300 square feet or less) will receive an identification sign that will hang off the back drape.
- The company name will be the same as what was submitted on the commitment form.
- The booths in this pavilion will be carpeted (midnight blue carpet).



Interview Hall

Danny Rosenstock

Interviews – Halls B & C

View the Interview Booths Floor Plan [Here]

EXHIBITOR SCHEDULE

Plan Your Arrival, Interviews & Departure

MOVE IN HOURS

WEDNESDAY
10/28/26
8:00 AM – 5:00 PM

Exhibitors **MUST** be set by Wednesday night

INTERVIEW HOURS

THURSDAY	FRIDAY	SATURDAY
10/29/26	**10/30/26**	**10/31/26**
8:00 AM – 4:30 PM	8:00 AM – 4:30 PM	8:00 AM – 3:30 PM

MOVE OUT HOURS

SATURDAY
10/31/26
3:30 PM – 10:00 PM

Interview booths will be assigned the week of August 17th.

You will receive an email with a link to the floor plan once all have been assigned.

INTERVIEW BOOTH INFORMATION

Everything you need to know for a successful event.

IPC LEVEL	# OF BOOTHS INCLUDED	ADDITIONAL BOOTHS FOR PURCHASE
Bronze	2	+ **$850 each** for IPC Members **$1,100 each** for Non-IPCs
Silver	4	
Gold	6	
Platinum	8	

Each interview booth will be 10’ D by 10’ W

Includes:

- 8' high blue & white drape on all four sides
- 1 – 6-foot draped table, 2 chairs & 1 wastebasket
- Carpet not required in interview booths
- Minimum of 10 to request an endcap

PROFESSIONAL. ORGANIZED. PRODUCTIVE.



Interview Hall Guidelines

Keep interviews private, aisles clear, and neighboring booths undisturbed

PRIMARY EXPECTATION

Conduct every interview within your assigned booth

ALLOWED	NOT ALLOWED
Interview booth or Career Fair booth	**Hallways, hotel areas, or other open spaces**

- Use only the tables and chairs assigned to your interview booth.
- Do not borrow furnishings from another exhibitor's booth.

RECRUITER OPERATIONS

Attendee movement

You may escort candidates from your Career Fair booth to your interview booth. SHPE will conduct exit surveys only.

Signs and banners

Keep signs out of the aisles. Place no more than one pop-up banner flat against your interview booth.

Noise and celebrations

Keep sound at a level that does not disrupt nearby interviews. Hold offer celebrations during the final 1.5-hour open-access period.

Both attendee groups may access the hall during this period.



Exhibitor Resources

Kristen Haley

EXHIBITOR RESOURCES

The Exhibitor Resource page has all the information & links you need as you prepare for the Career Fair and your interview booths.

SCAN OR CLICK TO VISIT THE **EXHIBITOR RESOURCE PAGE**

Maximize your savings when you order by the advance deadlines.

KEY EXHIBITOR CONTRACTORS & DEADLINES

Order early to take advantage of advance pricing!

Freeman	Carpet, Furnishings, Booth Cleaning, Graphics	ADVANCE DEADLINE 9/30/26
Indianapolis (Indiana Convention Center & Lucas Oil Stadium)	Electrical, Plumbing	ADVANCE DEADLINE 10/11/26
SmartCity Networks	Internet Services	ADVANCE DEADLINE 10/11/26
MARKEY'S Creating Defining Experiences	AV	ADVANCE DEADLINE 10/23/26
sodexo	F&B	ADVANCE DEADLINE 9/28/26

VISIT THE EXHIBITOR RESOURCE PAGE FOR DETAILS, FORMS, CONTACT INFORMATION AND MORE!

EAC

EXHIBITOR APPOINTED CONTRACTOR



WORKING TOGETHER FOR A SUCCESSFUL SHOW!

Exhibitor Appointed Contractor (EAC) is any company other than the designated official contractors that provide services such as display installation and dismantling, models, florists, photographers, audio visual firms, etc., and need access to your exhibit any time during installation, exhibition days or dismantling.

If you, the exhibitor, have contracted with any firm other than those appointed by SHPE, you must complete and return this form no later than **September 25, 2026**. In addition, it is your responsibility to inform your designated EAC of the rules governing exhibitor appointed contractors and those of the SHPE National Convention.

SCAN OR CLICK
TO ACCESS THE EAC FORM

SCAN OR CLICK TO OPEN

EAC FORM
COMPLETE & SUBMIT

EAC FORM ›

SUBMIT BY
9/25/26

NOTE!

Any EAC that will be working your booth on Friday or Saturday will need a SHPE EAC badge. Cost is $75.00. Show Management will e-mail your EAC a special registration link.

DISPLAYING A VEHICLE IN THE CAREER FAIR



BRING INNOVATION TO LIFE!

Exhibitors are required to abide by the rules and regulations of event, convention center and local city and state regulations. See form for details.

- Mobile units are defined as a piece of equipment that can be pushed or towed to the booth on wheels.
- Vehicles are defined as an automobile, trailer, tractor, crane, etc. that can be driven to the booth under its own power.
- Freeman's Motorized Unit/Vehicle Spotting Fee form will need to be completed and returned.
- The mobile spotting fee is **$484.00** per vehicle per round trip.

SCAN OR CLICK
TO ACCESS THE VEHICLE FORM

SCAN OR CLICK TO OPEN

VEHICLE FORM
COMPLETE & SUBMIT

VEHICLE FORM

SUBMIT BY
9/11/26

NOTE!

All vehicles will have a targeted move in for Thursday 10/29/26 3-4pm Eastern.
Vehicles will have a targeted move out on Saturday 10/31/26 at 5pm Eastern.
Vehicles in University Village/Familia Fest will have different dates & times.

Shipping: Advanced to Warehouse or Direct to Show Site

Advanced: Your shipment will be in your booth when you arrive to set up.
Direct: Your shipment can not arrive until Wednesday 10/28.
Note! Material Handling charges apply to both options. See Freeman Online for rates.

Freeman

RUSH

DO NOT DELAY

RECEIVING DATE BEGINS: September 28, 2026

DEADLINE DATE IS: October 21, 2026

TO: _____

Exhibiting Company Name

C/O SAIA / Freeman
4960 Decatur Blvd
Indianapolis, IN 46241
USA

Advance Warehouse Shipping Labels

539746

EVENT: SHPE Annual Convention

BOOTH NUMBER: _____

NUMBER _____ **OF** _____ **PIECES**

Freeman

RUSH

DO NOT DELAY

CANNOT DELIVER BEFORE: October 28, 2026

TO: _____

Exhibiting Company Name

Indiana Convention Center
C/O Freeman
100 S Capitol Ave
Indianapolis, IN 46225
USA

Show Site Shipping Labels

539746

EVENT: SHPE Annual Convention

BOOTH NUMBER: _____

NUMBER _____ **OF** _____ **PIECES**

Miscellaneous Info:

CC

Coat Check

Complimentary

Hall F • Near Registration
Open Wednesday–Saturday • 6 AM–5 PM

H_2O

Water Fillers

Water bottle filling stations are located throughout the Convention Center.

NP

Nursing Pod

Located near SHPE Central.
A refrigerator will be available in the ROC office in Hall G.

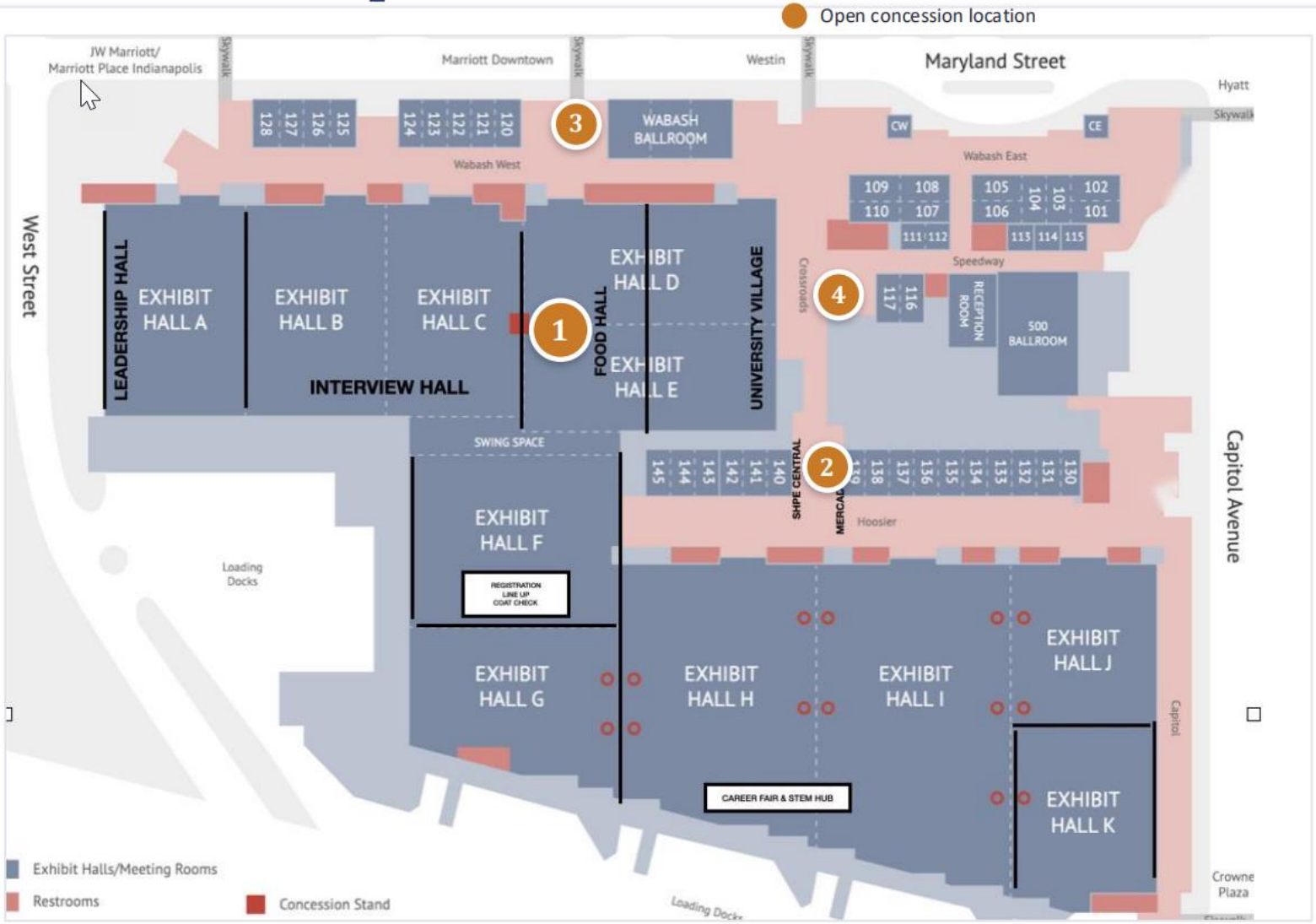
ES

Exhibitor Services

Exhibitor Service Desks & Exhibitor Lounge located in Hall G.

QUICK TIP • Hall G is your go-to location for exhibitor services and the ROC office.

Concessions & Food Hall



Food Hall (E) & Concessions (throughout the Center)

Hours: Wed-Fri 6am-4pm & Sat 6am-2pm Note! Cashless

Hours & Menu by Location

1 Food Hall

Exhibit Hall D / E

- Tom's truck: coffee and waffles
- Bibimbap tent: build your own bowls, fully gluten free
- Samanos truck: tacos, breakfast burritos
- Sub Zero cart: liquid nitrogen ice cream, two flavors
- Acai Super Bowl tent: fruit bowls

Tom's, Samanos & Acai open 6am. Bibimbap & Sub Zero open 10am, dessert only.

2 Tom's coffee cart

Near Room 140, Hoosier hallway, by Mercado

- Satellite coffee cart

Opens 6am. Closes 3pm daily, earlier than the rest of the hall.

Tom's Coffee Cart
Daily 6am-3pm

3 Food Court 1

Built in, near Maryland St / Marriott skywalk

- Personal pizzas $12, chicken tender basket with fries $18
- Chicken sandwich $20
- Premade salad bowl $12, fresh cut fruit, yogurt, muffins

6am to 4pm daily, 2pm dose on Saturday.

4 Food Court 2

Central, Crossroads / Speedway lobby

- Hot dogs, nachos, pretzels, candy, breakfast wraps
- Drip coffee, fountain sodas, bottled water, muffins
- No hamburgers or corn dogs

6am to 4pm daily, 2pm dose on Saturday.

Social Media Toolkit

The countdown to the **2026 SHPE National Convention** and **STEM Familia Fest** is on, and we need your help to amplify the excitement!

To make it easy for you to share these incredible events with your networks, we've created a **Social Media Toolkit** that includes:

- Ready-to-post social media graphics
- Sample captions and messaging
- Event links and key details
- Promotional assets for both National Convention and STEM Familia Fest

Your voice and personal networks are some of our most powerful marketing channels. Every share helps us reach more students, professionals, families, educators, sponsors, and community members who can benefit from these experiences.

Please take a few moments over the coming weeks to share content on your personal social media channels and encourage others to do the same. Access the toolkits here: https://web.cvent.com/event/432b07e5-d865-4514-aa53-5377ab9c37c5/websitePage:ef1a9523-c9c1-4d60-b8a... shpe.org/stemfest



Exhibitor Portal

Rebecca Pebley

EXHIBITOR PORTAL ACCESS

Your gateway to managing your booth and event details.

PORTAL OPENS JULY 21!

1. WHO RECEIVES ACCESS?

Booth Administrators
designated for your company will receive a personalized welcome email from Cvent.

The welcome email
contains a unique link to access the Exhibitor Portal.

2. FIRST-TIME LOGIN

1. Open your Welcome Email
2. Click Log In
3. Create your password
4. Access the Exhibitor Portal

3. DIRECT LOGIN

Access the Exhibitor Portal anytime at:

Exhibitors.cvent.com/login

Bookmark this link
for future access throughout the event planning process.

PRO TIP

Bookmark the Exhibitor Portal after your first login for quick and easy access throughout the planning process.

ONCE YOU'RE LOGGED IN: COMPLETE YOUR PORTAL CHECKLIST

PORTAL OPENS JULY 21!

Your booth setup is not complete until all required items are done.

1. COMPLETE ALL ASSIGNED TASKS

Review the Tasks section first.

Tasks may include:

- Company Profile Updates
- Logo Upload
- Required Forms
- LeadCapture Setup
- Event—Specific Requirements

2. COMPLETE YOUR PORTAL CHECKLIST

Verify your:

- ✓ Company Name
- ✓ Company Description
- ✓ Website URL
- ✓ Social Media Links
- ✓ Company Logo
- ✓ Contact Information

DON'T STOP AT THE TASKS PAGE

Review every item in the left-hand navigation menu.

- Tasks
- Profile
- Team / Booth Staff
- Shipping Information
- AV and Food & Beverage Contacts
- LeadCapture
- Reports

Registering Booth Staff

BOOTH REGISTRATION IS OPEN

Booth Administrators can now register booth staff through the Exhibitor Portal.

Please check your email for updates

All booth staff must be registered prior to arriving onsite.

Booth Admins can:

- Add booth staff
- Assign registrations
- Manage booth personnel

IMPORTANT REMINDERS

- Booth Administrators who plan to attend National Convention **must also register** as **booth staff.**
- Booth Admin access only provides access to the Exhibitor Portal.
- A **separate booth staff registration is required** to attend the event and receive a badge.
- All booth staff must verify their **cell phone number** and **emergency contact information.**

⚠ Booth Admin ≠ Event Registration

⚠ Emergency Contact Information Required for Badge Pickup

Ensure your entire team is registered and Emergency Contact Information is updated to avoid delays at badge pickup onsite.

EXHIBITOR REGISTRATION: IMPORTANT CHANGES FOR 2026

SAME GREAT PROCESS. A FEW IMPORTANT UPDATES.

1 TELL US WHO YOU'RE REGISTERING

At the beginning of registration, you'll be asked:

Are you registering yourself or registering on behalf of someone else?

REGISTERING YOURSELF

Complete the full registration, including all required onsite information.

REGISTERING SOMEONE ELSE

- You can complete their initial registration.
- **Page 2 will be skipped**

YOUR EMPLOYEE ISN'T FINISHED YET!

The registered individual will receive a confirmation email and must go back in and **Modify Registration** to complete the required information before Convention.

2 REQUIRED INFORMATION BEFORE ONSITE

Emergency Contact Name & Phone Number
(Required)

ADA Accommodations
(if applicable)

Dietary Restrictions
(if applicable)

IMPORTANT NOTE ABOUT YOUR EMERGENCY CONTACT

We prefer the emergency contact to be someone who will not be working onsite with the registrant (e.g., family member or friend).

NO EMERGENCY CONTACT = NO BADGE PRINTING

If a valid emergency contact name and phone are not provided, the exhibitor will not be able to print or pick up their badge onsite until their information is completed.

2026 Registration Benefits Breakdown

IPC / EXHIBITOR

FULL CONVENTION

IPC: $450 | Exhibitor: $600

- Convention workshops, sessions and programming.
- Career Fair floor and interview booths as a company representative.
- Supporting staff may enter their company workshop; send names in advance when possible.
- Other company staff use standby. Attendees enter first; staff may enter if seats remain.

FULL CONVENTION ACCESS

IPC / EXHIBITOR

CAREER FAIR ONLY

IPC: $150 | Exhibitor: $200

- Career Fair floor and interview booth areas.
- Your company's Familia Fest booth area, if applicable.
- × No convention workshops, sessions or other programming.
- To upgrade, complete a request form. SHPE will issue an invoice.

LIMITED EVENT ACCESS

COMPANY PRESENTER

SPEAKER

- Only the session where this representative is presenting.
- × No other convention workshops, sessions or programming.
- × No Career Fair floor or interview booth access.

SESSION ACCESS ONLY

ATTENDEE

PROFESSIONAL MEMBER

Regular: $600 | Late: $760

- Convention workshops, sessions and programming.
- Career Fair access as an attendee during designated hours.
- × No company recruiting access to the Career Fair floor or interview booths outside assigned interview times.
- × Cannot staff a company booth or recruit on an attendee badge.

FULLCONVENTION ACCESS

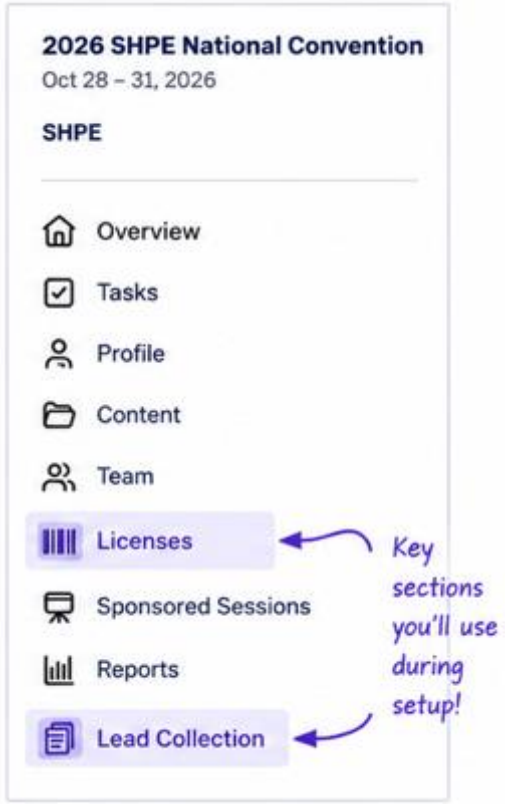
EMPLOYEE REGISTERED AS AN ATTENDEE? Submit a transfer request form to Registration to transfer the attendee registration to someone else. After Registration completes the transfer, the employee can register for an exhibitor Full Convention or Career Fair Only badge.

LeadCapture Setup

Optional Add-On

Scan. Qualify. Export.

Set Up LeadCapture in 5 Easy Steps



Booth Admins will complete setup primarily from the *Licenses* and *Lead Collection* pages.

1 Add Booth Staff

Add all team members who will be working in your booth.

2 Assign Licenses

Assign LeadCapture licenses to your booth staff members.

3 Create Qualification Questions (Optional)

Customize qualification questions your staff will ask while collecting leads.

4 Download the LeadCapture App

Download the Cvent LeadCapture app and activate the assigned license.

5 Start Scanning Badges

Scan attendees badges onsite to collect leads instantly.

Important: Booth staff **cannot scan attendee badges** until a **LeadCapture license** has been assigned to them.

Each assigned user will receive an access **code** to activate the app.

Sponsor and Exhibitor Volunteer Opportunities

Invite your colleagues to support the attendee experience beyond the booth

VOLUNTEER AT NATIONAL CONVENTION

Support convention operations while connecting with the SHPE community

- Opportunities available Wednesday morning through Saturday afternoon
- Share the signup with colleagues who are interested in supporting the event

CALL TO ACTION

Scan the QR code to view opportunities and sign up

VOLUNTEER SIGNUP

Please share this opportunity with your team.



Housing Reminders

Avis Fillingham

SHPE 2026 NATIONAL CONVENTION
INDIANAPOLIS, IN
STEM FOR THE BOLD
OCTOBER 28 - 31
SHPE.ORG/2026
WELCOMES Latinas in / Tech

SHPE NATIONAL CONVENTION 2026
HOUSING GUIDE

Everything you need to access and manage your hotel block

ACCESS THE HOUSING PORTAL

Maritz is once again the official housing provider for the SHPE National Convention. By booking through the official SHPE housing site, Maritz will review your housing needs and fulfill your request based on availability.

HOUSING PORTAL LINK

https://registration.experientevent.com/ShowSHP261

Maritz is the ONLY official housing provider for the SHPE National Convention 2026.

YOUR COMPANY'S HOUSING CONTACT

- Only one person per company may manage your company's housing block.
- The main POC for the booth is designated your Housing Point of Contact.
- If you need to change your housing Point of Contact, please email exhibits@shpe.org
- Please allow up to 48 hours for our records to be updated.

IMPORTANT HOUSING DEADLINES

SEP 15 — Deadline to submit guest names for sub-blocks.

SEP 23 — Deadline to assigning and releasing rooms.

OCT 13 — Deadline to make housing changes.

OFFICIAL SHPE HOTELS

JW Marriott Indianapolis - Headquarters Hotel Connected to the Indiana Convention Center via skywalk Limit of 25 rooms per company Requires a 3-night stay per reservation & subject to availability	$269.00 *night* + tax and fees
Indianapolis Marriott Downtown Connected to the Indiana Convention Center via skywalk 350 W Maryland Street	$269.00 *night* + tax and fees
Hyatt Regency Indianapolis Connected to the Indiana Convention Center via skywalk 1 S Capitol Avenue	$259.00 *night* + tax and fees
The Westin Indianapolis Connected to the Indiana Convention Center via skywalk 241 W Washington Street	$259.00 *night* + tax and fees
Courtyard by Marriott Indianapolis Downtown 601 W Washington Street	$264.00 *night* + tax and fees
SpringHill Suites Indianapolis Downtown 601 W Washington Street	$214.00 *night* + tax and fees
Conrad Indianapolis 50 W Washington Street	$249.00 *night* + tax and fees
Omni Severin Hotel 40 W Jackson Place	$189.00 *night* + tax and fees

Please note: There is a limit of 25 room nights per Company, subjetc to availability.

QUESTIONS OR BOOKING ASSISTANCE

Maritz Exhibitor Group Housing Team

Email: shpe-exh@maritz.com

Phone: 864-541-0747

Hours: 9:00 a.m.-5:00 p.m. ET

ATTRITION POLICY

You must use (pick up) 80% of your requested room nights to avoid an attrition penalty.

Fees: If you pick up is less than 80%, you will be charged for the total unused nights at the group rate. The fees will be invoiced by SHPE up to 120 days after the event and are separate from any hotel cancellation and/or no show fees.

IMPORTANT HOUSING WARNING

Maritz is the only official housing provider for the SHPE National Convention 2026.

If you are contacted by any other compay offering hotel reservations or housing services for the convention, please be aware that they are not working on behalf of SHPE.

We strongly recommend booking only through the official SHPE housing site to ensure your reservation is part of the SHPE hotel block.



THANK YOU FOR BOOKING THROUGH THE OFFICIAL SHPE HOUSING PORTAL!

We look forward to seeing you in Indianapolis!

SHPE
Leading Hispanics in STEM.

1. **JW Marriott**
   10 S. West St.
   Connected to convention center
2. **Marriott Downtown**
   350 W. Maryland St.
   Connected to convention center
3. **Courtyard by Marriott**
   601 W. Washington St
   Connected to convention center
4. **Fairfield by Marriott**
   501 W. Washington St.
   Connected to convention center
5. **SpringHill Suites**
   601 W. Washington St.
   Connected to convention center
6. **Omni Severin**
   40 West Jackson Place
   Two blocks from the convention center
7. **Conrad Indianapolis**
   50 W. Washington St.
   Connected to convention center
8. **Hyatt Regency Indianapolis**
   1 S. Capitol Ave.
   Connected to convention center
9. **Westin Indianapolis**
   241 W. Washington St.
   Connected to convention center

Questions can be directed to housing@shpe.org or shpe@maritz.com

Indy INDIANAPOLIS HOTELS & ATTRACTIONS





Career Center

Karina Santos

Career Center Benefits

Career Center Benefits by Exhibitor Level:

- IPC: Year-round resume access, 20 job postings
- Copper: 6-months resume access
- Steel: 3-months resume access
- Supporter: 1-month resume access



How to Activate Your Benefits:

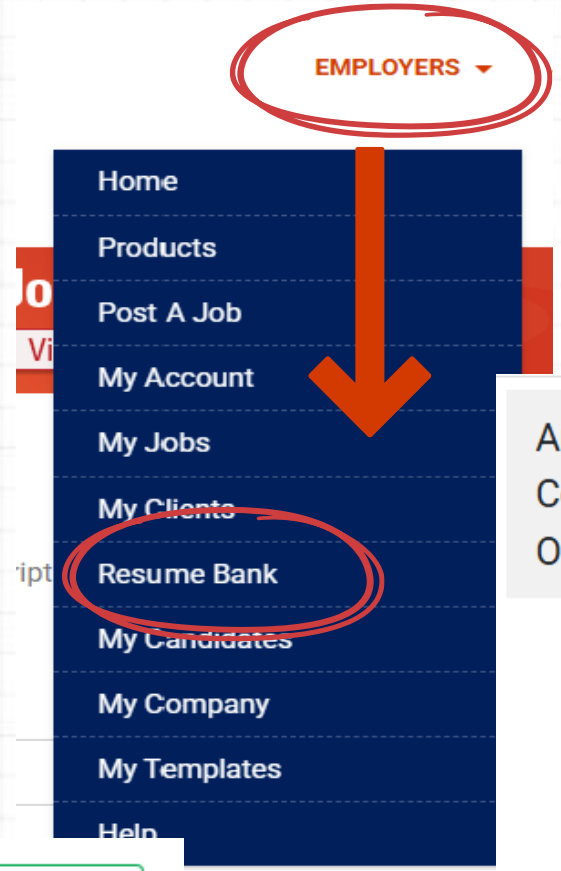
- Your main point of contact should have already received an email with all details, but if not please reach out to the CareerCenter@shpe.org **before Thursday, October 22.**

How to Filter Resumes on the Career Center

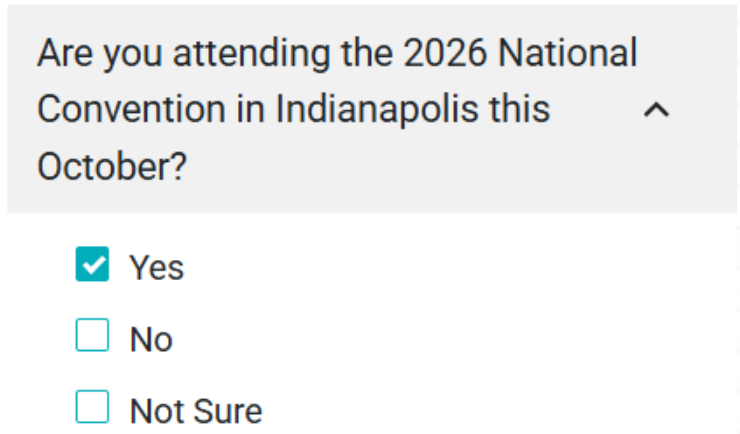
Our members are encouraged to have their resume uploaded by September 15th.

This ensures a strong applicant pool for you to review. Below are the steps to filter resumes:

1. Login into the Career Center.
2. Select Employers in the top right-hand corner.
3. Select Resume Bank.
4. Select Filter
    a. You can filter based on academic level, major, and more. We also ask if they are attending National Convention.







Please note: Bulk resume download is NOT included unless you are an IPC. To purchase this for the discounted rate of $2,000, please reach out to the CareerCenter@shpe.org.



Future National Conventions 2026-2029

Uniting Leaders. Empowering Communities. Advancing Hispanics in STEM.

2026



October 28-31, 2026
Indianapolis, IN

2027



October 6-9, 2027
Houston, TX

2028



November 8-12, 2028
Denver, CO

2029



October 17-20, 2029
Indianapolis, IN

Questions? We're Here to Help

📋 Exhibitor Registration

exhibits@shpe.org

Questions about:

- Booth registration
- Exhibitor Portal
- LeadCapture
- Booth Staff
- Career Fair & Interview Hall Operations

🎤 Programming

Jen Linck, Programming Director

jenl@shpe.org Session logistics, sponsored presentations, and speaker questions

🤝 IPC Benefits

ipc@shpe.org

Questions regarding Industry Partnership Council (IPC) benefits.

🎨 Marketing

marketing@shpe.org

Logo submissions, promotional opportunities, and marketing assets.

🙋 Volunteer Opportunities

volunteers@shpe.org

Questions about volunteering during National Convention.

Not sure who to contact? Start with exhibits@shpe.org, and we'll connect you with the appropriate team.


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Q&A