



S1000D and S-Series IPS User Forum Exhibitor Prospectus

September 11-14, 2023, Sawgrass Marriott, Ponte Vedra Beach, FL



Why Exhibit?

Target Audience

The S1000D and S-Series IPS User Forum is comprised of an international consortium of technical documentation and integrated product support practitioners interested in incorporating innovative digital solutions and product offerings.

The Forum provides exhibitor's 3 days of unparalleled access to network with technologists and key decision makers driving the need for products and services. This concentrated environment of S-Series practitioners is sure to expand your corporate branding, build relationships with potential buyers and generate new leads!

Benefits of Exhibiting

- 24 hours of exhibit time
- Understand how current policies are shaping the need for S-Series adoption
- Expand corporate portfolio
- Interact with 300+ international users & practitioners
- Showcase software interfaces, services & products
- Conduct market research

Events & Attractions to Drive Traffic

- Welcome Reception in the Exhibit Hall
- Exhibitor logos on event signage
- Entrance to general lunches through the Exhibit Hall
- Coffee Breaks in the Exhibit Hall

- Exhibitor Product Demonstrations
- Forum attendee list provided (GDPR compliant in PDF format)

Exhibitor Package Includes:

- One complimentary registration
- Table-top booth space, consisting of one 6ft. skirted table and 2 chairs
- One wastebasket
- Signage with Company name and logo
- Access to basic power (15AMP) upon request
- Logo and fifty-word company summary on the event app

Exhibit Hall Hours

- Monday, Sept 11 - 1:00 p.m. to 4:00 p.m (Set-up)
- Monday, Sept 11 - 5:30 p.m. to 8:00 p.m. (Welcome Reception)
- Tuesday, Sept 12 - 7:30 a.m. to 5:00 p.m.
- Wednesday, Sept 13 - 7:30 a.m. to 5:00 p.m.
- Thursday, Sept 14 - 7:30 a.m. to 3:30 p.m.
- Thursday, Sept 14 - 3:30 a.m. to 5:00 p.m. (Teardown)

Exhibitor Fee

The fee for each exhibitor space is \$5,000 USD.

This fee does not include the cost of additional equipment, electricity and audio/visual equipment. Audio/Visual equipment may be ordered from the Hotel by contacting Marriott's on-site AV company Encore at (904) 280 7032.

Registration

Exhibitors are kindly asked to register and provide payment on the event website after June 1, 2023. Registration will be granted on a first come first served basis and selection of table location is included in the registration process. AIA will email a confirmation of the receipt of forms and payments and will issue a confirmation number. AIA reserves the right to decline or cancel any exhibit requests or reservations.

Security and Responsibility

The exhibit space is in a ballroom foyer that is accessible to the public, however AIA will have a room available to store any valuables, which will be locked by the hotel after the closing of each day. Neither AIA or its service contractors are responsible for the safety of the property of Exhibitors from theft, or damage, and the Exhibitor expressly waives and releases any claim or demand it may have against any of them due to any damage or loss of any property.

Care of Building and Equipment

Exhibitors or their agents shall not injure or deface the walls of the building, the tables, or the equipment. Exhibitors are not permitted to drive tacks, nails, or screws into the walls or woodwork. When such damage appears, the Exhibitor is liable to the owner of the property so damaged. The use of stickers and decals is limited to the Exhibitor's own display.

Exhibitor Agreement

Acceptance: The Exhibitor and its representatives agree to abide by all rules and regulations incorporated in this agreement. The undersigned is authorized to execute this application and agreement on behalf of the Exhibitor.

By signing the agreement, the Exhibitor and its representatives acknowledge and agree to the information above:

Company Name

Address (1)

Address (2)

City/State/Zip

Authorized Signature Date

Primary Contact Name (please print)

Email address

Onsite Registrant Name (please print)

Email address

Onsite Phone

Exhibitor's signature:

Registration is scheduled to open on June 1 via

**The exhibitor's registration link will be available on the AIA
website by under [Events](#)**