



Exhibitor Prospectus

A letter from our Executive Director

Dear Industry Professionals,

Please join us at ABI's 30th Annual Spring Meeting (ASM). This is our premier event and will attract more than 1,000 senior-level attendees, including attorneys, financial advisers, trustees, judges, accountants, turnaround experts and other insolvency professionals. The program is educational, interactive, and provides an ideal opportunity for you to get in front of this prime audience, who are ready to make purchasing decisions.

Located in the main hallway, *right by the ABI registration desk and ABI bookstore*, the exhibit space will be the center of activity, including:

- Breakfasts
- Refreshment Breaks
- Four Popular Networking Receptions

Demonstrate to ABI members how you can benefit them by marketing your products and services up close and personal. As requested, we have modified the exhibit hours to both maximize your opportunity with members and allow you time to enjoy the historic sites of Washington, D.C. The National Harbor complex offers a variety of prestigious venues for private dinners and client events.

Your exhibit space also includes discounted ad space in the April "Conference" issue of the *ABI Journal* and a *free* 100-word description of your company in the "Directory of Exhibitors & Sponsors" section of this popular issue! *You will not only reach this captive audience on-site, but also our entire membership of more than 13,000!*

If this is your first time exhibiting with us, we welcome you into our community. Please contact our Marketing Director, Anne-Marie Corkran, at acorkran@abiworld.org with any questions.

Sincerely,

Samuel Gerardo
ABI Executive Director





Exhibitor Information

Exhibit Hours

Thursday, April 19

4:00 p.m. — 8:00 p.m.

Friday, April 20

8:00 a.m. — 12:00 p.m. and 3:45 p.m. — 4:15 p.m.

Saturday, April 21

7:30 a.m. — 11:15 a.m. and 2:00 p.m. — 4:30 p.m.

Please note: To provide maximum visibility for our exhibitors and attendees, booths are not allowed to be dismantled before 4:30 p.m. on Saturday, April 21. Please schedule your flights accordingly.

Exhibit Space, Pricing & Information

Exhibit space includes one 6 foot table, two chairs, signage and a complimentary conference registration for the primary booth representative. Each additional booth representative is \$500. All registered booth representatives may attend the Opening Reception and Guest Speaker Luncheon.

ABI Member Price	\$2,900	Non-Member Price	\$3,195
		<i>(Includes one year of ABI membership)</i>	

To exhibit, please complete the forms on pages 3 and 4 and return with payment. Additional information is located on these forms. **An exhibitor kit will be emailed to the primary booth representative about six weeks prior to the start of the conference.**

Hotel Information

Gaylord National Resort and Convention Center
National Harbor, MD

A reduced group rate of \$290.00 single/double is available. Once you have completed the exhibitor form and submitted with payment, you can reserve your room by calling the Gaylord directly at (301) 965-2000.

Questions

If you have additional questions regarding exhibiting, please contact Anne-Marie Corkran, Director of Marketing, at 708.894.5973 or email her at acorkran@abiworld.org.



Exhibitor Registration

Company Information

Company Name _____

Full Address _____

Phone _____ Fax _____

Email _____

Authorized Signature _____

Primary Booth Representative (Included in exhibit fee; Exhibitor Kit will be emailed to this person.)

Primary Representative's Full Name _____

City/State _____

Additional Booth Representative (\$500 per person; you can have up to two additional booth representatives.)

Representative #2 Full Name _____

City/State _____

Representative #3 Full Name _____

City/State _____

Exhibitor Fees

Fees include: Pipe and drape, 6' draped table, two chairs and one full conference registration for the Primary Exhibitor.

ABI Member Fee \$2,900

Non-member Fee \$3,195 (includes one year of ABI membership.)

___ Additional Exhibitors X \$500 each _____

Final Night Dinner (*featuring Magician & Comedian, Mark Robinson*) \$105 each (Not included in full registration price.)

TOTAL (including secondary exhibitors) \$ _____

Check enclosed (Please make check payable to ABI and mail to: ABI, PO Box 34709, Alexandria, VA 22334-0709.)

Credit Card# _____ Exp. Date _____

Signature _____



Exhibitor Rules & Regulations

Eligible Exhibits - ABI reserves the right, at any time and for any reason, to determine the eligibility of a company or product for inclusion in the exhibit area. No exhibitor may assign or transfer such approval without written consent of ABI. No subleasing or sharing of space with another business is permitted, unless approved in advance by ABI.

Limitation of Liability - The exhibitor agrees to make no claim for any reason whatsoever on ABI, its members, agents or employees, or the lessors or owners of the exhibit premises, from and against any actions, losses, costs, theft, damages, claims and expenses (including attorney fees) arising from any damage to property or bodily injury to an exhibitor, his or her agents, representatives, employees by reason of the exhibitors occupancy or use of the exhibition facilities.

Damage to Premises - Exhibitors or their agents may not allow any article to be brought into the exhibition or any act done on the premises that would damage/deface the facility.

Hospitality Suites & Private Parties - Exhibitors agree not to host hospitality suites and/or private parties during scheduled hours of ABI's meetings, exhibits or other conference functions.

Character of Display - Distribution of samples and/or printed marketing materials of any kind or any promotional material is restricted to the confines of the booth. Exhibitors may not leave merchandise or printed materials in the ABI registration areas, lounges, meeting rooms, guest rooms or other facilities of the convention hotel, except with the express written permission/consent of the ABI.

Set up and Tear Down – All booths must be ready for show at 4:00 p.m. on Thursday, April 19, 2012. Dismantle will start at 4:30 p.m., Saturday, April 21. Booth spaces not occupied or set up by this allotted time may be used for other purposes. **Additionally, exhibits may NOT be taken down before 4:30 p.m. on Saturday, April 21.**

Rejected Displays - The exhibitor agrees that their exhibit shall be admitted and remain, from day-to-day, solely in strict compliance with the rules set forth herein. ABI reserves the right to reject or prohibit any exhibit in whole or in part, any exhibitor or its representative, with or without giving cause and ABI shall have no liability to the exhibitor as a result of the cancellation of the exhibit. If cause is not given, liability shall not exceed the return to the exhibitor of the amount of payment unearned at the time of rejection. If an exhibit or exhibitor is rejected for violation of these rules or for any other stated reason, no return of payment shall be made.

Engineering and Security - All requests for electricity, telephone lines and equipment rentals are the responsibility of the exhibitor and will be made directly with the conference facility. Neither ABI nor the lessors or owners of the exhibit premises will assume any responsibility for exhibitors' property.

Cancellation of Exhibit Space - Payment in full is due upon reservation of space as stated on the preliminary registration form. Written cancellations made and received by ABI prior to February 17, 2012, are subject to a **\$500.00** cancellation fee. Refunds will NOT be given for any cancellations received after March 1, 2011.

Compliance with Laws - Exhibitors must comply with all local laws, rules, regulations and ordinances, or they will be asked to leave the conference. Smoking is NOT permitted in the Exhibit Area.

Amendment to Rules - Exhibitor agrees that ABI shall have the right to make such rules and regulations or changes in floor plan arrangements of booths for said exhibitions as it shall deem necessary and to amend same from time to time. ABI shall have the final determination and enforcement of all rules, regulations and conditions.

I have read and understand the conference rules and regulations:

Exhibiting Firm Name _____

Authorized Signature _____