



FINAL EXHIBITOR NEWSLETTER

October 2019

Dear ACRM Exhibitor,

ACRM would like to welcome and thank you for your participation and support of the 96th Annual Conference in Chicago 2019! We want to make sure everything is ready for your arrival. Please review the following information.

EXHIBITOR RESOURCES:

- **GES Exhibitor Handbook:** Click [HERE](#) for lead retrieval, electrical, show hours, ordering forms, and much more.
- **WIFI** is available in the Expo Hall but can be spotty at times. To ensure you have a connection, we recommend you get a hard line from PSAV.
- **Exhibitor Directory:** Click [HERE](#) to see who is exhibiting this year.
- **Conference Program:** Click [HERE](#) for full schedule.

EXHIBITOR BADGE REGISTRATION:

- **If your booth personnel has not yet registered for their exhibitor badge, please click [HERE](#) to register them ASAP.**
- Exhibitor Registration **link and instructions** can be found [HERE](#). Registration includes attendance to the CORE Conference (number of complimentary registrations based on booth size) which allows you to participate in educational sessions, network with attendees, and better understand the needs and interests of your target audience.
- **We trust you will honor this privilege by confining sales to the exhibit area and ensuring your booth is manned during unopposed hours.**
- Additional exhibitor badges may be purchased for \$599 each.
- For insurance purposes, ALL booth personnel are required to register for and wear an Exhibitor Badge. ***Badges are non-transferrable.**

HOTEL RESERVATION INFORMATION:

ACRM's 96th Annual Conference is at the historic Hilton Chicago, 720 South Michigan Avenue, Chicago, Illinois 60605. When making your reservation be sure to identify yourself as an ACRM exhibitor. Don't delay. The Hilton Chicago will likely sell out. Reserve your room [HERE](#) today.

*ACRM does not endorse booking hotel reservations via another company or source, and the Hilton Chicago will not contact you to encourage bookings. We ask that you contact the official headquarters hotel (the Hilton Chicago) directly to secure your accommodations.

EXPO HALL EVENTS

Chat with the Experts: Designated areas will draw attendees to the Expo Hall for up-close networking & exchanges with [THESE](#) experts.

2018 Launchpad winner and participants to be featured in Expo Hall.

Scientific Posters displayed in rooms adjacent to the Expo Hall.

Morning Coffee and Lunch Breaks held both Wednesday and Thursday in the Expo Hall.

Welcome and Exhibitor Receptions to be held Tuesday and Wednesday evening in Expo Hall.

Poster Grand Rounds to be held in the Expo Hall.

See your exhibitor listing by downloading the ACRM Conference APP [HERE](#)

IMPORTANT DEADLINES

October 25: Last day for exhibitors to register. After this date, expect delays at check-in!

November 4: Move-in: 2PM to 5PM

November 5: Move-in: 8AM to 2PM

November 7: Move-out: 4:30PM to 8:00PM

***ALL** is subject to change based on program*



PARKING AT THE HOTEL:

Self-Parking: \$62, (garage parking)

Valet Parking: \$75

Secured: Yes

Covered: Yes

In/Out Privileges: Available

Other Parking Information: Pay on foot stations available for self-parking

EXHIBITOR CHECK-IN: Upon your arrival at the Hilton Chicago, one of the first things you need to do is **pick up your exhibitor badge** and conference materials. Follow the ACRM Registration signs and check in at ACRM Registration Desk located on the lower level of the Hotel. We have a special area just for you marked "Exhibitor Check-In."

CHECK-IN REGISTRATIONS HOURS:

Saturday, November 2	4:00PM to 7:00PM
Sunday, November 3	7:00AM to 6:00PM
Monday, November 4	7:00AM to 5:30PM
Tuesday, November 5	6:30AM to 6:30PM
Wednesday, November 6	6:30AM to 6:30PM
Thursday, November 7	6:30AM to 4:30PM
Friday, November 8	6:30AM to 1:00PM

SHOW HOURS:

Exhibitor Move-In:

Monday, November 4	2:00PM to 5:00PM
Tuesday, November 5	8:00AM to 2:00PM

***ALL Booths should be set up by 2:00PM, Tuesday, November 5th**

Wednesday, November 6	9:30AM to 8PM
Thursday, November 7	9:30AM to 4:30PM

Exhibitor Move-Out:

Thursday, November 7	4:30PM to 8:00PM
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***ALL exhibitor materials MUST be removed by 8:00PM, Thursday, November 7th**

SHOW SCHEDULE & EVENTS:

Booths **MUST** be manned during Welcome Receptions, coffee and lunch breaks, Poster Grand Rounds, and Chat with the Expert sessions. See below for details.

Tuesday, November 5	Welcome Reception - 6:15PM to 8:45PM
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Wednesday, November 6	Coffee Break and Chat with the Experts - 9:30AM to 10:30AM Lunch break and Chat with the Experts - 12PM to 1:15PM Poster Grand Rounds - 3PM to 3:30PM Exhibitor Reception - 6PM to 8PM
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Thursday, November 7

Coffee Break and Chat with the Experts - 9:30AM to 10:30AM
Lunch break and Chat with the Experts - 12PM to 1:15PM
Poster Grand Rounds - 3PM to 3:30PM

COMING NEXT YEAR.....

ACRM ATLANTA 2020

ACRM Annual Conference, Progress in Rehabilitation Research (#PIRR20)

CORE: 21 - 24 OCT 2020

Hilton Atlanta // Atlanta, GA USA

PRE-CONFERENCE: 19 - 21 OCT 2020

(Instructional Courses, Early Career Development Course, Cognitive Rehabilitation Training)

We hope you will join ACRM in Atlanta. Special on-site booth rates are available. Pre-sales for 2020 will be available in the Sales Center in the Expo Hall.

We want you to have a positive experience and return for your investment in ACRM. If you have any questions or concerns, do not hesitate to contact us at JRichard@ACRM.org, or KSell@ACRM.org.

We look forward to seeing you in Chicago!



Jenny Richard, Chief Operating Officer



Katy Sell, Member Services Representative