



# 78TH ANNUAL CONVENTION & INDUSTRY SHOWCASE

## EXHIBITOR RULES & REGULATIONS

Exhibitors may take advantage of the Exhibitor Pre-registration discount at the early rate of \$750 per Exhibitor until March 31, 2025 and receive the following:

- ◆ 1 COMPLIMENTARY CONVENTION REGISTRATIONS!
- ◆ RECOGNITION IN FUTURE REGISTRATION MATERIAL!
- ◆ RECOGNITION IN PIA MAGAZINE PUBLICATIONS!

Exhibitors who fail to register before March 31, 2025 will have to pay the standard registration fee of \$850 per Exhibitor.

- ◆ BOOTH SPACE BASED UPON AVAILABILITY!

### BECOME A PIA EXHIBITOR

- Be sure to mail your signed contract and check prior to March 31, 2024 for the early, discounted rates.
- First choice of booth locations for pre-paid Industry Showcase Exhibitors are on a first come, first serve basis.
- The Industry Showcase will be held Tuesday, May 6, 2025 4:00pm-6:30pm.
  - \* Includes 2 dedicated Industry showcase Hours! Plus, Exhibitor information share throughout convention.
- All Industry showcase Exhibitors, will have accommodations of 1 table, 2 chairs, signage, pipe, drape.
- Carefully read the Exhibitor Application & Contract to 'INSURE' you understand Rules & Regulations.
- Please keep copies of registration materials for your records & send the originals in with your check payable to: PIA Arkansas at 102 Country Club Parkway Suite 201 Maumelle, AR 72113

### Booth Electricity and Drayage

#### Info:

Please email sarah@piaar.com with questions regarding electricity and shipping information.

#### EXHIBIT SPACE

Booths are approximately 8 feet wide by 8 feet deep. Back drape is 8 feet high and side drops 3 feet high. Your booth will also include 1 draped table, approximately 6 feet wide, 1 identification sign, 2 chairs.

#### EXHIBIT FEES

An exhibit fee of \$750 is payable in advance of the early discount pre-registration deadline of March 31, 2025. After the March 21, 2025 deadline, the standard exhibit fee of \$850 will apply. This fee includes one complimentary convention registration; please refer to top of this page. Additional exhibit personnel must register and may do so for the rate of \$250 per person. These registrations include admittance to all on-site convention activities and meal functions.

### TENTATIVE INDUSTRY SHOWCASE

#### SET-UP SCHEDULE

**Tuesday, May 6, 2025**

8:00 am - 4:00 pm

Booth Set-Up

Ballroom A

The Guest House at Graceland  
Memphis, TN

**Tuesday May 6, 2025**

**4:00 pm - 6:30 pm**

**Industry Showcase Opens**

Please note there is one time block  
for booth set-up!  
Tuesday, May 6 8:00am-4:30pm

#### DOOR PRIZES

VENDOR DRAWINGS and DOOR PRIZES WILL BE HELD THROUGHOUT INDUSTRY SHOWCASE. A PIA REPRESENTATIVE WILL VISIT EACH BOOTH. WINNER MUST BE PRESENT TO RECEIVE PRIZE.

**LIABILITY:** PIA of Arkansas, the Officers and/or Directors of the association, nor the employees or members thereof, nor their representatives, nor the Exhibition Services Company, nor their representatives will be responsible for any injury, loss, or damage that may occur to the EXHIBITOR, the EXHIBITOR'S employees or property prior to, during, or subsequent to the period covered by the exhibit contract. The EXHIBITOR, upon signing the contract, expressly agrees to indemnify same against any and all claims for such loss, damage, or injury.

**RESTRICTIONS:** PIA of Arkansas reserves the right to prohibit or require removal of any display or exhibit and/or EXHIBITOR, or any part of an exhibit, which it deems not suitable or in accordance with acceptable professional ethics or for other reasons deemed necessary or appropriate by PIA of Arkansas. All exhibits and/or EXHIBITORS shall conform in all respects to applicable safety, health, and fire codes. **SECURITY AND INSURANCE:** PIA of Arkansas will use reasonable care in providing security services during the Industry showcase. However, PIA of Arkansas does not insure EXHIBITOR'S property. Insurance of booth contents and personnel is the responsibility of the EXHIBITOR. **OTHER RULES:** PIA of Arkansas reserves the right to make such other rules as are deemed necessary to ensure the success of the Industry Showcase. Scheduled Industry Showcase times may be subject to change.