

**43rd Annual Convention of the Athletic Equipment Managers Association
June 5 - 7, 2017
Hyatt Regency Atlanta - Atlanta, Georgia**

Dear AEMA Exhibitor:

We would like to thank you for your participation in the 2016 AEMA Convention in Las Vegas, Nevada. We hope the show was a success for your organization.

We hope you will join us again by exhibiting in the 43rd Annual Convention being held June 5 – 7, 2017 in Atlanta, Georgia at the Hyatt Regency Atlanta, 265 Peachtree St., NE, Atlanta, GA 30303. The Schedule will be as follows:

Monday,	June 05,	- 8:00 AM		- Decorator Set Up
		- 1:00 PM	- 8:99 PM	- Exhibitor Sep Up
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Tuesday,	June 06,	- 9:00 AM	- 1:00: PM	- Exhibits Open
Wednesday,	June 07,	- 9:00 AM	- Noon PM	- Exhibits Open
		- Noon PM	- 5:00 PM	- Exhibits Removal

We highly recommend that you go on our webpage, (<http://equipmentmanagers.org>), in order to register for the convention. This method will speed up the registration process and allow us to be more efficient in preparation for the convention. Please make sure that when you fill out the contract that all information is precise. If you are requesting more than one booth please have a description of the layout of your booths (four in a block, three in a row, two running vertical, two running horizontal, these are just some examples)..

The booth price is \$950.00 (10x10) however, if we should receive your contract after April 1, 2017, \$100.00 late fee.

The room rate Single/Double is \$159.00 plus 16% tax and a nightly \$5.00 State Hotel/Motel Fee. Be sure to indicate that you are with the Athletic Equipment Managers Association and ask for the AEMA Rate. We encourage your attendees to book via the below link: <https://aws.passkey.com/event/15547347/owner/323/landing>. If guests would like to phone in their reservations, please have them call 1-888-421-1442. Hotel cut- off is May 11, 2017 or until rooms are sold out. Exhibits will be held in the Hyatt Regency Atlanta - We have no self-parking. Current daily parking rates are the following: 0 hrs. – 1 hrs. = \$11.00 / 0 hrs. – 2 hrs. = \$15.00 / 2 hrs. – 4 hrs. = \$19.00
4 hrs. – 6 hrs. = \$25.00 / 6 hrs. – 24 hrs. = \$35.00.

If you need additional information, please do not hesitate to contact Suzette Madej. We would appreciate hearing from you at your earliest convenience.

Once again, thank you for taking part in the 2016 convention and we look forward to seeing you again in 2017.

AEMA
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EXHIBITORS CAN PAY & REGISTER ONLINE at

www.equipmentmanagers.org