

ACRC Exhibitor Information 2018

Hyatt Regency Cambridge

Association of Children's Residential Centers

62nd Annual Conference

March 26-29, 2018 ♦ Boston, MA

CALL FOR PAPERS



acrc

together, the voice

Thank you for choosing to exhibit at ACRC's annual conference. We hope that your experience is beneficial for your organization and that you enjoy this time with your colleagues. We WILL sell out like we have for the past 10 years. Register early!

Schedule:

Sunday, March 25th:

-5-7pm EXHIBITOR SET UP – This is if you want to be up and ready for Monday's Pre-Conference attendees.

Monday, March 26th:

-8am-5pm EXHIBIT AREA OPEN – Pre-Conference attendees and some main conference attendees will be registering/attending the pre-conference today.

-9am-10am – ADDITIONAL EXHIBITOR SET UP TIME

Tuesday, March 27th:

-7:30am-5pm EXHIBIT AREA OPEN

Wednesday, March 28th

-7:30am-12pm EXHIBIT AREA OPEN

-12pm TEAR DOWN

In order to maintain a welcoming environment, we ask that all exhibitors **respect the posted times** and do not set up late or tear down early.

Fees:

Exhibiting fees are \$1000 for non-profit organizations and \$1250 for all others.

This fee includes a half page ad., participation in BINGO, and a main conference registration for **ONE** exhibitor. **If you will have an additional exhibitor, and that individual is attending sessions, they must purchase a registration. If you will have an additional exhibitor, and that individual is not attending sessions, there is a \$250 fee to cover the food and beverage served in the exhibit hall. These additional fees are required and not negotiable.**

Booth Area:

We ask everyone to carefully review the following:

- ✚ You will receive a 6-foot table with a fitted linen, one chair and wastebasket.
- ✚ NO large items such as furniture are allowed this year.

Advertising:

Exhibit booths include one half-page advertisement in our onsite brochure. Ads must be emailed to ACRC by 3/2/18 in order to be included in the brochure.

Ad size is 7 1/2 inches (wide) x 4 1/2 inches (tall). It must be horizontal, high resolution, full color, no bleed.

If you are interested in upgrading to a larger ad, please contact Amanda at aprango@togetherthevoice.org

Please also send a copy of your company's logo.

Bingo:

ACRC will make the Bingo card and provide stamps to each participating exhibitor. This creates great energy in the exhibit area and increases the traffic flow to each exhibitor's booth. Completed Bingo cards will be entered into a drawing for prizes given out at our Awards Luncheon on Thursday. This is all included in your exhibitor fee. We do expect all exhibitors to be at their tables during all breaks.

Hotel Information:

The Hyatt Regency Cambridge has specific information for all exhibitors on Shipping, Electrical Service and Internet. Please see the attached info in this email or on our website under "Additional Exhibitor Files" in the Conference section. Any questions/comments about these policies must be directed to the hotel.

Attendee Information:

Our typical attendees are CEO/COO/Program Director/Clinician who work in a residential program. Last year we had over 500 attendees and this year we are expecting 600.

A current list of attendees will be emailed to exhibitors on March 23, 2018. A final list will be emailed to exhibitors shortly after the conference.

For any questions about exhibiting with ACRC in 2018, please contact Amanda 414-359-6548 or aprango@togetherthevoice.org