



# MASTERING TECHNOLOGY

ANNUAL MEETING & EXPO

DRIVING  
TO SUCCESS.

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MARCH 25-27, 2019  
IOWA EVENTS CENTER  
730 3<sup>RD</sup> ST.  
DES MOINES, IA 50309



# EVENT

## VENUE

### Iowa Events Center

730 3<sup>rd</sup> Street, Des Moines, IA 50309  
March 25-27, 2019

## HOTELS

### Hilton Des Moines Downtown

435 Park Street, Des Moines, IA 50309  
(Recently Opened: Next to Events Center)  
(515) 241-1456 (Rate \$165+)

### Des Moines Marriott Downtown

700 Grand Ave, Des Moines, IA 50309  
(515) 245-5500 (Rate \$152+)

\*Cut off date to book a hotel is March 4<sup>th</sup>, 2019

## COST

Full Conference	\$395
One-Day	\$195
Spouse/Guest:	\$195

## SCHEDULE

This event features a world class Expo Hall, numerous educational sessions, and amazing networking opportunities. The Annual Meeting & Expo is held on March 25-27, 2019. Registered exhibitor personnel are invited to participate in all scheduled events, including education and food functions. The complete schedule will be available at [iacommunicationsall.org](http://iacommunicationsall.org) in early 2019.

# SPONSORSHIP

# PACKAGES

## BENEFITS:

Two full-conference registrations

Company logo displayed on back cover of the annual meeting registration brochure if received by December 15

One full-conference registration

Company logo prominently displayed throughout the event

Preferred booth location (based on date of registration, payment and booth availability. Booth not included.)

Posting with logo/company name on our Website

Company name/logo listing in the Annual Meeting & Expo distributed at the meeting

On-site recognition with company name listed on signage at registration booth

Sponsorship ribbons on each company representative's name badge

Listed in ICA's Conferencing App

	GREEN JACKET \$1,000	ACE \$750	EAGLE \$500	BIRDIE \$350
Two full-conference registrations	X			
Company logo displayed on back cover of the annual meeting registration brochure if received by December 15	X			
One full-conference registration		X		
Company logo prominently displayed throughout the event	X	X		
Preferred booth location (based on date of registration, payment and booth availability. Booth not included.)	X	X	X	
Posting with logo/company name on our Website	X	X	X	X
Company name/logo listing in the Annual Meeting & Expo distributed at the meeting	X	X	X	X
On-site recognition with company name listed on signage at registration booth	X	X	X	X
Sponsorship ribbons on each company representative's name badge	X	X	X	X
Listed in ICA's Conferencing App	X	X	X	X

# SPONSORSHIP



## **WI-FI SPONSOR \$1,000 (1 AVAILABLE)**

The sponsor will have the opportunity to name the wireless network and password to their company or brand allowing nearly 1,000 attendees logging in to see the brand. Branding the event WiFi network creates awareness of the sponsor and actively engages the attendees with the sponsor's brand. Company logo displayed prominently throughout the event.

## **HOTEL GIFT BAG SPONSOR \$1,000**

**or In-Kind Gift Bags (2 available – Marriott/Hilton)**

Thank the Annual Meeting & Expo guests who stay overnight with a branded gift bag that ICA will provide (sponsored) or make your own for ICA to distribute (in-kind)! This adds an extra touch to those traveling far to feel welcomed at the conference and provides an opportunity for you to brand the bag making it one of the first impressions the attendees see upon arrival. Company logo displayed prominently throughout the event.

## **EXPO HALL DEMONSTRATION SPONSOR (10 AVAILABLE)**

**\$100 WITH A BOOTH**

**\$500 WITHOUT BOOTH**

ICA has 10 demo spots for booth or individual sponsors who are interested in capturing attendees attention for 20 minutes. This is your time to shine and show off new product demonstrations to the conference goers. The spaces will be first come first serve basis for available time slots and your company must have a booth space to register at the \$100 booth fee otherwise your company must pay \$500.

## EXPO DATES/TIMES

**Tuesday, March 26, 2019** | 1:00 PM–6:30 PM

Including reception from 4:30 PM–6:30 PM

**Wednesday, March 27, 2019** | 7:30 AM–10:30 AM

## BOOTH FEES

	MEMBER	NON-MEMBER	PERSONNEL
8' x 10'	\$600	\$1,000	2
10' x 20'	\$1,000	\$1,500	4
*20' x 30'	\$1,750	x	4
*20' x 50'	\$2,500	x	6

\*Because of limited space, available to Alliance members only.

## BENEFITS:

- Company name listed in on-site program
- 7" x 44" identification sign
- 3' draped side rails and 8' back drape
- 8' skirted table, 2 chairs & 1 wastebasket
- Tuesday Vendor Reception, Wednesday breakfast with attendees
- Complimentary Wi-Fi
- Any additional booth personnel must register and pay for the conference. Sharing of badges is strictly prohibited
- Listed in our conferencing app

## BOOTH ASSIGNMENTS

Alliance All-Star, Green Jacket, Ace and Eagle Sponsors may select their booth location. Large equipment vendor spaces are assigned by sponsorship level, date of registration, payment and availability. Registration forms received after February 15<sup>th</sup>, 2019 will be assigned booths in remaining available locations. Booth assignments will be emailed to the primary contact provided on the Exhibitor Contract on March 4<sup>th</sup>, 2019.



EXPO

# BOOTHS

## EXHIBIT SET-UP TIMES

**General:** Tuesday, March 26, 2019 | 9:00 AM–12:00 PM

**Large Equipment Vendors:** Monday, March 25, 2019 | 1:00 PM – 3:00 PM  
(Equipment vendors will receive exact scheduled move in time the week prior to the event.)

**Expo Opens:** Tuesday at 1:00 PM

## EXHIBIT TAKE-DOWN TIMES

Wednesday, March 27, 2019

**General:** Following 10:30 AM Closing

**Large Equipment:** After general take down

All take down must be completed by 4:00 PM

**Note:** Early takedown on Wednesday will not be allowed.

## VISITORS

The Alliance shall have sole control over admission policies. All persons visiting the convention session rooms and/or the exhibit area shall be registered and wear an appropriate badge. Persons who are connected with non-exhibiting concerns may not deal, exhibit, or solicit within the exhibit area. Exhibitors are urged to report violations.

## BOOTH ACCESSORIES/SHIPPING

Lighting, electric, and other accessories are not included and must be purchased separately by the exhibitor. Shipping needs also must be arranged through the Event Decorators of Iowa. Shipments will NOT be accepted at the expo site. Information and order forms will be provided when booth assignments are distributed on March 4<sup>th</sup>, 2019 or can be found at [www.iacommunicationsall.org](http://www.iacommunicationsall.org).

## SHIPPING & DECOR

**Event Decorators of Iowa**

520 SE 4<sup>th</sup> St. | Des Moines, IA 50309  
P: (515) 237-8282 | F: (515) 237-8283

## ELECTRICAL, LIGHTING & WIFI

**Iowa Events Center Exhibitor Services**

Attention: Carrie Petersen

730 Third Street | Des Moines, IA 50309

P: (515) 564-8036 | F: (515) 564-8001

[Carrie\\_Petersen@comcastspectacor.com](mailto:Carrie_Petersen@comcastspectacor.com)

[iowaeventscenter.com/convention-center/eventstickets/exhibit](http://iowaeventscenter.com/convention-center/eventstickets/exhibit)

## PAYMENT

Full payment of booth space is due within 20 days of submitting the exhibitor contract. Space will not be held, assigned or confirmed until payment is received. Payment may be made by credit card or check. No registration or other fees will be refunded after February 15, 2019.

## OUTSIDE EVENT POLICY

The Annual Meeting & Expo committee requests that vendors not hold meetings with clients during scheduled events.





**FOR QUESTIONS OR MORE  
INFORMATION, PLEASE CONTACT:**

**Brittany Bonnicksen, Director of Events and Marketing**

4201 Westown Parkway, Suite 130

West Des Moines, IA 50266

(515) 868-0332 | [brittany@iacommunicationsall.com](mailto:brittany@iacommunicationsall.com)



THE VOICE FOR CONNECTIVITY

Iowa Communications Alliance

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