

Joint Meeting Quick Reference

	Exhibitor Registration	Exhibit Installation	Exhibit Hours	Exhibit Dismantle
Wednesday, November 5	7:30 AM – 6:00 PM	7:30 AM – 7:00 PM		
Thursday, November 6	7:30 AM – 6:00 PM	7:30 AM – 7:00 PM		
Friday, November 7	7:30 AM – 6:00 PM	7:30 AM – 10:00 PM		
Saturday, November 8	6:30 AM – 5:00 PM		9:00 AM – 5:00 PM	
Sunday, November 9	8:00 AM – 5:00 PM		9:00 AM – 5:00 PM	
Monday, November 10	8:00 AM – 5:00 PM		9:00 AM – 5:00 PM	
Tuesday, November 11	8:00 AM – 3:00 PM		9:00 AM – 3:00 PM	3:00 PM – 10:00 PM
Wednesday, November 12				8:00 AM – 5:00 PM
Thursday, November 13				8:00 AM – 12:00 PM

Subspecialty Day Quick Reference

	Exhibitor Registration	Exhibit Installation	Exhibit Hours	Exhibit Dismantle
Thursday, November 6	7:30 AM – 6:00 PM	1:00 PM – 6:00 PM		
Friday, November 7	7:30 AM – 6:00 PM		9:30 AM – 3:30 PM	3:30 PM – 8:30 PM

Exhibit Locations	
	Joint Meeting Exhibits – Building B – Level 1, Halls B1 – B5 Retina Subspecialty Day Exhibits – Building A - Level 1, Hall A1

Exhibit Space Rental Rates

Island space:
\$30 per square foot

Inline space:
\$2900 (10' x 10')

Corner booths:
\$3000 (10' x 10')

Tabletop Exhibit:
\$2000 (8' x 30")

Material Handling Rates

Warehouse freight crated:
\$58.00/100 lbs.

Warehouse freight special handling:
\$74.00/100 lbs.

Warehouse late shipment surcharge:
\$14.00/100 lbs.

Show site deliveries crated:
\$56.00/100 lbs.

Show site deliveries special handling:
\$71.50/100 lbs.

Additional information in “Shipping” section.

Labor Rates

Standard time:
\$62.00 per hour
Monday – Friday 8:00 AM – 4:30 PM

Over time:
\$93.00 per hour
Monday – Friday 4:30 PM – 8:00 AM
All day Saturday and Sunday

Hotel Function Space Request

Meeting space can be secured at official Academy hotels by completing the Hotel Function Space Request form now available on the Academy’s Web site at Exhibitor Central.

Housing

Official exhibitor housing forms and information will be available online Friday, May 9 to all registered exhibitors.

Reservations must be made through Expovision, the official Academy Housing Service.

Exhibitor Service Manual

Exhibitor Service Manuals will be available online July 28.

