



For Your Benefit

These Exhibitor Bulletins include important deadlines and information aimed at helping you have a successful exhibiting experience in New Orleans.

Look for future editions to be sent bi-weekly from now until the event dates. An archive of all newsletters will be [posted on our website](#).

Key Dates & Deadlines

MARCH

- Mar. 13 Mobile App Goes Live to Attendees
- Mar. 18 Advance Shipment to Warehouse Opens
- Mar. 18 Exhibitor Service Kit (Freeman) – Advance Rate Ends**
- Mar. 24 Electrical Service (MCCNO) – Advance Rate Ends**
- Mar. 25 Lead Retrieval (Maritz) – Advance Rate Ends
- Mar. 28 Housing Deadline

APRIL

- Apr. 8 Certificate of Insurance (COI) due
- Apr. 12 Advance Shipment to Warehouse Closes**
- Apr. 15 Direct Shipment to Event Site Opens*

**Shipments before this date may be returned!*

Freeman Exhibitor Service Kit
Advance Deadline: Monday, March 18

Access the Exhibitor Kit

The [Exhibitor Service Kit \(Freeman\)](#) was emailed to all exhibiting companies in early February. Recently added exhibitors should receive their account login from Freeman within three business days after your booth confirmation.

Contact Freeman Customer Service at customersupport@freeman.com or (888) 508-5054.

NEW Exhibitor List Icons & Profiles

Our expo platform has introduced a new and improved exhibitor list that now connects booths from the interactive floor plan to enhanced company profiles, allowing for more searchable and dynamic information to draw attendees to your booth.

The following exhibitor types are denoted by icons:

- Sponsors
- Corporate Members
- Tech & Innovation
- First-Time Exhibitors

Existing booth profiles have been imported to the new system, but we strongly encourage exhibitors to log in and take advantage of this additional (and free) branding opportunity.

Read this how-to article on accessing and updating your profile: [Event Portal Information for Exhibitors](#)

	Arvinas		Booth #511		
	Aspen RxHealth		Booth #620		
	Astellas Pharma		Booth #523		

[Update My Booth Profile](#)

Promotional Toolkit

New for AMCP 2024, exhibitors and sponsors will have customized Feathr campaign dashboards to promote their participation in the meeting via social media, email invitations (pictured below), web links, and co-branded ad banners. Exhibitors can expect an introduction email three business days after their booth confirmation. Simply reply to this email if you need your custom link resent.



More Exhibitor Resources

Visit our website for your one-stop source for important links and forms, including:

- Exhibitor registration & housing
- Certificate of insurance requirements
- Display rules & regulations
- Catering menu
- Electrical order form

[Exhibitor Resources](#)

Venue

Ernest N. Morial Convention Center
900 Convention Center Blvd.
New Orleans, LA 70130

AMCP 2024 Expo Schedule

Exhibitor Move-in

Monday, April 15 8:00 am–5:00 pm
Tuesday, April 16 8:00 am–10:00 am

Expo Hours

Tuesday, April 16 11:00 am-6:00 pm
4:00 pm–6:00 pm (Opening Reception)
Wednesday, April 17 9:30 am-2:30 pm

Exhibitor Move-out

Wednesday, April 17 2:30 pm–6:00 pm*

**Booths must be cleared by 6:00 pm!*

Your Exhibits Support Team

We are looking forward to greeting you in New Orleans this April. Don't hesitate to reach us with any questions or concerns.



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