

# Exhibitor Information

## Exhibit Space:

The Exhibit Hall is located in the Trade Center Ballroom. \*NOTE: This is a new layout, double check your booth selection on your contract. Space is limited and will be assigned on a first-come first-served basis. 2016 Exhibitors have first preference in order of contract, registration/payment received until December 18, 2017 for priority placement.

Assignments for all other exhibitors will be made on a first-come, first-served basis as contracts, registration and payment (in full) are received. If several contracts/payments are received on the same date, priority will be given to RMAA members.

- A confirmation will be sent to exhibitors with their booth assignment and additional details after Dec. 18th.
- The decorator kit with additional details and rental order forms will also be sent out in Dec. by the Crowne Plaza
- **Individual Registration** - Each attendee, including exhibitors, must fill out a registration form. If additional forms are needed, please make a copy or download one at [www.rmagbiz.org](http://www.rmagbiz.org).
- **2018 Annual Dues** - to be considered a member and receive member pricing for the 66th Annual Convention your dues must be paid before or at the same time you send your exhibitor contract and registration.
- Heavy equipment - Gas tanks must be below 1/8 of a tank and cap must be sealed. Battery cables must be disconnected. Tires must be blocked. Large equipment should be in place by 12 p.m. Jan. 9..

## Freight Shipments:

Shipments should arrive no earlier than one week prior to the event. Clearly mark the outside of all packages (service charges may be incurred, please call the hotel business service for rates):

## Hold for RMAA Convention

January 9-11, 2018

Your Company Name

Attn: Sales

Ship to: Crowne Plaza - DIA  
15500 E. 40th Ave.  
Denver, CO 80239  
303-371-9494 Voice  
303-371-1808 Fax

## Exhibit Hours:

Exhibit Move-in is Tuesday, Jan. 9th, 9 a.m. - 12 p.m. The exhibit area will be officially open from 12 p.m. to 6 p.m. on Tues., 8 a.m. - 6 p.m. on Wed. and 8 a.m. to 12 p.m. on Thurs. Hospitality hours for Tuesday and Wednesday will be held in the exhibit area. Exhibit removal will be prohibited prior to 12 p.m. on January 11th.

## Hotel Information:

Your hotel accommodations should be made directly with the Crowne Plaza Hotel. RMAA has reserved a block of rooms at a special rate. Check-in time is 4 p.m. and check-out is 11 a.m. Please call 303-371-9494 or 888-233-9527 and be sure to indicate that you will be attending the RMAA Convention. RMAA has secured an unbelievable room rate of \$116 per night. RMAA's room block will be released on Dec. 17, 2017. Make sure you make your room reservations prior to this date could go to \$185 per night or higher. The Crowne Plaza is located one (1) mile east of I-225; right off I-70 and Chambers Rd., Exit 283.

<b>MEMBER</b>	\$300 per booth \$400 after Dec. 18th
<b>NON-MEMBER</b>	\$400 per booth \$500 after Dec. 18th
<b>*ALL EXHIBITOR PERSONNEL MUST COMPLETE A SEPERATE REGISTRATION FORM*</b>	
<b>BOOTH RENTAL INCLUDES</b>	<ul style="list-style-type: none"> <li>• One identification sign</li> <li>• Six (6) foot table, draped</li> <li>• 8x10 exhibit area</li> <li>• Chair and wastebasket</li> </ul>

Checks should be made payable to the Rocky Mountain Agribusiness Association (EIN# 84-1097261) and mailed with your completed contract and registration form(s) to **12011 Tejon St., Ste. 700, Westminster, CO 80234.**

