



2011 EXHIBITOR FREQUENTLY ASKED QUESTIONS

Q. What are the dates of the 2011 BOOST Conference?

A. The 2011 BOOST Conference will be held April 27-April 30, 2011 at the Palm Spring Convention Center in Palm Springs, CA. The Exhibitor Expo will be held April 28-April 29, 2011.

Q. What are the Exhibit Hall Hours?

A. Move In	Wednesday	April 27	11:00 AM – 6:00 PM
Show On	Thursday	April 28	7:30 AM – 4:00 PM
	Friday	April 29	8:00 AM – 4:00 PM
Move Out	Friday	April 29	4:00 PM - 7:00 PM

Q. What type of professionals attend the BOOST Conference?

A. Please visit www.boostconference.org/exhibitors, and click on ATTENDEE DEMOGRAPHICS to view detailed attendee demographics from past BOOST conferences.

Q. What booth options are available?

A. Please see our General Information page for specific booth options and pricing. This year we are offering 5 types of booth options, including custom exhibits for unique ideas.

Q. How do I know if a booth is still available?

A. The Exhibit Hall Floor Plan is available on our website and will be updated frequently to reflect booth availability. In addition, once you are in the online exhibit registration system, you can view available booth location numbers in *real time.

**In other words, if the booth is available, the number will be visible. If you do not see your desired booth location number, that booth has already sold.*

Q. What comes with the booth?

A. All booths include: *pipe & drape, skirted table, chairs, I.D sign, trashcan, breakfast & lunch for registered exhibitors, and a company description in brochure & website. Please see our General Information page for more specific booth details.

**Island booths contain no pipe & drape.*

Q. What sponsorship and advertising options are available for the 2011 Conference?

A. All of our advertising and sponsorship options are located on our Sponsorship page at www.boostconference.org/sponsors. Sponsorship information is also available upon completion of the online exhibitor registration. In addition, you may contact us to inquire about any other sponsorship ideas your organization is interested in.

Q. How do I register to exhibit?

A. Exhibitor registration for the 2011 BOOST Conference is now available through our online system at www.boostconference.org/exhibitors under REGISTER TO EXHIBIT. The online registration system allows for convenient and environmentally conscious exhibitor registration, and allows you to manage and update your exhibitor information.

Q. What is the deadline to register to exhibit for the 2011 BOOST Conference?

A. The deadline to register to exhibit is Friday, April 1, 2011.

Q. How do I access my exhibitor online account after I have registered?

A. You can login to your created online account at www.boostconference.org/exhibitors under REGISTER TO EXHIBIT; then click on "Are you trying to access your already created Exhibitor Online Account?" Enter your username and password.

Q. What can I access and change in my online account?

A. Your online account allows you to:

- Add or change exhibitor names up until April 19, 2011
- Add or change published organization information up until April 1, 2011
- Make a payment to your account
- Print confirmation/receipts of your order

Q. Are meals provided for exhibitors at the conference?

A. Yes, breakfast, lunch and networking receptions are included for all registered exhibitors during the conference.

Q. How do we get extra exhibitor badges?

A. Each exhibit booth comes with 2-4 complimentary registrations depending on the booth option. Additional representatives not included in the booth package will have to register as an attendee through our main website or register on-site and pay the on-site attendee registration fees. Our conference has 1 access level; exhibitor registration includes: all meals, general sessions, receptions, workshops and special events.

Q. What are the show colors?

A. The 2011 show colors are Teal & White.

Q. Is my booth carpeted?

A. Yes, the convention center is completely carpeted. The color is *brown.
**Additional colored carpet may be purchased from Steele Trade Show Services.*



Q. Does electricity come with my booth?

A. No, electricity requests must be processed through Steele Trade Show Services.

Q. Will you be distributing attendee contact information before or after the show?

A. No, the BOOST Conference does not offer an attendee contact list. We will be offering exhibitors the option to purchase Lead Retrieval scanners this year to capture attendee data.

Q. When will the Decorator Service Kit be available?

A. The Decorator Service Kit will be sent out via email to registered exhibitors, and be available on our website at least 90 days prior to the conference.

Q. What is the Exhibit Hall Location & where do I check in on-site?

A. The Exhibit Hall will be located at the Palm Springs Convention Center in Oasis 3A/4. Exhibitors who have pre-registered, must check-in at the Exhibitor Registration counter in Oasis 4 on Wednesday, April 27 between 11:00 AM – 6:00 PM before unloading and booth set up. Exhibitors not pre-registered, will have to register on-site at the Palm Springs Convention Center lobby at the On-Site Registration booth before entry will be granted. Please note that your account balance must be paid in full prior to booth set up.

Q. What is the “Trash to Treasure” program?

A. The “Trash to Treasure” program is sponsored by the Palm Springs Convention Center. During exhibitor move-out on Friday, the program collects any on-site leftover exhibitor items such as books, toys, games and exhibitor materials, and donates them to the local Palm Springs Boys & Girls Club. This program will save your organization on return shipping, and will make a difference to local youth programs!

Q. Who do I contact if I have questions?

CONTACT SHOW MANAGEMENT

Christine McKenna
Exhibits Coordinator
BOOST Conference
1666 Garnet Ave PMB 126
San Diego, CA 92109
Phone: 619-232-6678 x1
Email: christine@boostcollaborative.org
Website: www.boostconference.org/exhibitors

CONTACT SHOW DECORATOR

Rico Ibanez
Steele Tradeshow Services
77-775 Jackal Drive Suite C
Palm Desert, CA 92211
Phone: 760-360-7722
Fax: 760-360-1717
Email: rico@steeletradeshow.com
Website: www.steeletradeshowservices.com

Disclaimer: The BOOST Collaborative makes every effort to provide quality services to all of our clients, however there may be circumstances beyond our control where we must determine what is best for the company as a whole. Please note that the BOOST Collaborative reserves the right to refuse service to anyone for any reason at anytime.