



EXHIBITOR REGISTRATION FORM

SSIA 114th Annual Convention

July 21-22, 2018 • BWI Airport Marriott • Baltimore, MD

SSIA is headed to Baltimore for its 114th Annual Convention. The BWI Airport Marriott will host the event July 21-22, 2018. Supplier members of SSIA are invited to purchase exhibit space at the convention. Complete the form below and return it with payment to SSIA headquarters to reserve your exhibit space. **Purchase your exhibit space before May 1, 2018 to save \$50 per table.** Questions, contact Mitch Lebovic at webmaster1@ssia.info or 410-569-3425. You may also reserve exhibit space online at www.ssia.info.

EXHIBITOR INFORMATION

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Web Site: _____

Primary Contact

Name: _____ E-Mail: _____

Additional Exhibitor Representatives

Name: _____ E-Mail: _____

Name: _____ E-Mail: _____

Name: _____ E-Mail: _____

PAYMENT INFORMATION

Please reserve: One Table (\$700) Two Tables (\$1,300) Three Tables (\$1,850)

Four Tables (\$2,400) Five Tables (\$2,700) Additional Tables (\$540 each)

Show Special: Reserve your space prior to May 1, 2018 and save \$50 per table

Check enclosed made payable to Shoe Service Institute of America

Please charge my American Express VISA MasterCard

Card #: _____ Exp. Date: _____ Security Code: _____

Billing Address: _____

Name on Card: _____ Signature: _____

RETURN TO: SSIA • 1013 Beards Hill Rd. • Suite 101 • Aberdeen, MD 21001 • fax 410-569-8333



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EXHIBITOR SCHEDULE

Friday, July 20, 2018

12 p.m. - 6 p.m. - Exhibitor Setup
12 p.m. - 6 p.m. - Exhibitor Seminars

Saturday, July 21, 2018

7 a.m. - 11 a.m. - Exhibitor Setup
12 p.m. - 1 p.m. - Wholesaler Preview
1 p.m. - 5 p.m. - Exhibit Hall Open

Sunday, July 22, 2018

10 a.m. - 2 p.m. Exhibit Hall Open
2 p.m. - 6 p.m. - Exhibitor Breakdown

SSIA reserves the rights to change or reschedule events without notice at the discretion of the SSIA board of directors.

HOTEL RESERVATIONS

BWI Airport Marriott
1743 West Nursery Road
Linthicum MD 21090
410-859-8300
[Click here for directions.](#)

Reservations: SSIA has secured a group rate of \$139 per night. This rate will be honored until June 27, 2018 or until SSIA's room block sells out, whichever comes first. NOTE: SSIA's room block has sold out before the deadline for the past several years, so make your reservations early. To reserve a room call 410-859-8300 and tell them you're with SSIA. You can also make reservations online by clicking the link on SSIA's web site.

EXHIBIT COSTS

\$700 for one six-foot table
\$1,300 for two six-foot tables
\$1,850 for three six-foot tables
\$2,400 for four six-foot tables
\$2,700 for five six-foot tables
\$540 per table for each additional table beyond five.

Show Specials

- Reserve space before May 1, 2017 and save \$50 per table.

SUPPLIER ATTENDANCE POLICY

Only SSIA supplier members that have purchased a booth will be permitted in the exhibition hall and may participate in SSIA activities. Supplier members that have not purchased a booth are welcome in the annual business meeting.

HOW TO RESERVE EXHIBIT SPACE

- Complete the exhibitor registration form and return it with payment to SSIA headquarters; or
- Register online at www.ssia.info

SHIPPING AND STORAGE OF MATERIALS

All shipments and deliveries must be addressed in the following format:

Your Name, SSIA
C/O Jemutai Kandle
BWI Airport Marriott
1743 West Nursery Road
Linthicum, MD 21090

Please send shipments and deliveries no more than three days before the start of your meeting or event. All shipments and deliveries arriving earlier will be subject to the storage fees listed here.

Please bring a list with all of your shipment's tracking numbers and the name of the individual to whom the package is addressed, so that any missing parcels can be located.

The BWI Airport Marriott does have package handling charges for each parcel or pallet received at the hotel. SSIA assumes no responsibility for the cost, storage, loss, damage or negligence of packages or pallets shipped to or from this event.

Return Shipping Instructions

The hotel does not maintain or provide shipping labels or packaging materials. Attendees will need to use their own payment or account for all charges. Please leave your pre-labeled outgoing packages in the meeting room when ready. The hotel will call UPS or Fedex for pick-up. If you are using another carrier, you must make those arrangements.

EXHIBIT POLICIES

Exhibit personnel is limited to SSIA supplier members only. Exhibit space cannot be sublet to non-member companies, however a supplier exhibiting a product they sell but do not manufacture may have a representative of the manufacturing company in its exhibit. Exhibitors must be in good financial standing with SSIA before reserving exhibit space.

Shoe repairers who are paid representatives of the exhibiting company may staff the exhibit.

Shoe service wholesalers, orthopedic distributors, or their employees are not permitted to work a booth at a SSIA sponsored event. Representatives of non-member companies are also not permitted to work a booth.

QUESTIONS: For more information please contact Mitch Lebovic at SSIA headquarters, 410-569-3425 • webmaster@ssia.info