



**Jacksonville**

**13TH ANNUAL  
ALLIED MEMBER TRADE SHOW  
SPONSOR PACKAGE**

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University of North Florida  
Adam W. Herbert University Center  
12000 Alumni Dr.  
Jacksonville, FL 32224

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**May 2, 2023**

**5pm-8pm**



## BOOTH DETAILS

- Exhibitor Hall booth size is 8ft x 8ft & Concourse booth size is 8ft x 10ft
- Each booth includes an optional 6ft table with skirt and two chairs. Please provide your own table cloth, if desired.
- Electrical access is available for all exhibitors - provide your own extension cord.
- Pipe and drape provided.
- We encourage you to provide a door prize and a “fish bowl” to collect business cards. We will have a microphone available to announce raffle prizes and their winners.
- Loading and unloading will be available on the loading dock on the south side of the building. See schedule and floor plan.
- Loud audio will not be permitted.
- Projection space will only be available within your allotted exhibit space. You must provide your own projection equipment, if desired.

## FACILITY AMENITIES

- Complimentary parking
- Free wireless internet access throughout
- ATM Available

## LOCATION

**UNF University Center**  
12000 Alumni Drive  
Jacksonville, Florida 32224



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## SCHEDULE

<b>2:00 PM</b>	Exhibitor Registration & Set-up; Loading Dock Opens
<b>4:00 PM</b>	Loading Dock Closes
<b>4:00 PM</b>	Title Sponsor - CEU Presentation for Architects
<b>5:00 PM-8:00 PM</b>	2023 Trade Show and Additional Vendors CEU's
<b>8:00 PM</b>	Exhibitor Break-down & Clean-up; Loading Dock Re-Opens
<b>9:00 PM</b>	Loading Dock Closes

## REGISTRATION PERIOD

Registration CLOSES **April 12th, 2023 !!!**

## CONTACT

For more information contact:

*Shaunda Henning*    shaundahenning@aiajacksonville.org    904.210.3851

## EXHIBITOR INFORMATION

Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Contact Name: \_\_\_\_\_  
Contact Email: \_\_\_\_\_  
Contact Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Allied Member (Y/N): \_\_\_\_\_  
List of Attendees (2): \_\_\_\_\_

## SPONSORSHIP

☐ Title Sponsor: \$2,500  
Allied Member Price: \$2,300  
*1 Available*

☐ Gold Sponsor: \$1,450  
Allied Member Price: \$1,250

☐ Silver Sponsor: \$900  
Allied Member Price: \$700

☐ Participant: \$750  
Allied Member Price: \$550

Add'l Attendees List: \_\_\_\_\_  
\_\_\_\_\_

## ADD-ONS

☐ Dessert Table Sponsor: \$350  
*1 Available*

☐ Add'l Attendees: \$30/ea.  
Qty: \_\_\_\_\_ (6 Max. List Below)

☐ Add'l Drink Tickets: \$5/ea.  
Qty: \_\_\_\_\_ (\$6/ea. at event)

## REGISTRATION PERIOD

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## BOOTH SPACE

First Choice: \_\_\_\_\_ Second Choice: \_\_\_\_\_ Third Choice: \_\_\_\_\_

*\*We will attempt to accommodate booth selections whenever possible.*

*\*Sponsors receive priority based on the order of registrations received.*

## PAYMENT INFORMATION

☐ Check ☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

Total Amount Due: \$ \_\_\_\_\_

Credit Card: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Exp. Date: \_\_\_\_ / \_\_\_\_ Verification Code: \_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name as it Appears on Card: \_\_\_\_\_

Please make all checks payable to:

**AIA Jacksonville**

1650 Margaret Street, Suite 302  
Box 243,  
Jacksonville, FL 32204