Join hundreds of city officials, your customers, at the AIC Annual Conference in Boise June 10 - 12, 2020 at the Boise Centre.

At this event, you will have the opportunity to participate in the Municipal Marketplace where conference attendees go to learn about products and services that will help them to carry out city business, where suppliers have one-on-one contact with decision makers: Mayors, Councilmembers, Public Works Officials, Police Chiefs, Fire Chiefs, City Clerks and Treasurers, City Attorneys, Parks and Recreation Directors, and more!

• Exhibitor Showcase

To kick off the conference, on Wednesday, June 10th from 10:00 a.m. to noon, AIC will highlight an “Exhibitor Showcase.” There will be no workshops during this time frame.

• What You Get

**Booths:** Booth space is limited! The fee includes the following: 8’ x 10’ Booth: 6’x30” Skirted Table; Two Chairs; power access and **wireless internet**. AIC reserves the right to place exhibit booths where needed.

**Meals:** Each exhibit booth receives one breakfast (Thurs.), and two lunches (Wed./Thurs.) for two individuals. Additional tickets for any meals during the conference may be purchased at the registration desk upon prior notification. If you need additional meals, please contact Payton Grover at pgrover@idahocities.org.  
**Please note:** Exhibit personnel must wear conference identification badges and MUST attend general sessions to be served. There will be no meals catered to your exhibit booth.

• Tentative Exhibitor Schedule

<table>
<thead>
<tr>
<th><strong>Wednesday, June 10</strong></th>
<th><strong>Thursday, June 11</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Exhibitor set-up</td>
<td>1-day Exhibit Set-up</td>
</tr>
<tr>
<td>7 - 10 am</td>
<td>7 am</td>
</tr>
<tr>
<td>Exhibitor Showcase</td>
<td>Exhibit Hall open</td>
</tr>
<tr>
<td>10 am - Noon</td>
<td>7 am - 5 pm</td>
</tr>
<tr>
<td>Exhibit Hall Open</td>
<td>All Exhibits down</td>
</tr>
<tr>
<td>Noon - 4 pm</td>
<td>4 - 5 pm</td>
</tr>
<tr>
<td>1-Day exhibit take down</td>
<td>5 - 6 pm</td>
</tr>
</tbody>
</table>

*Please Note: All exhibitors will need to take down their booths by 5:30 pm on Thursday evening.*
- **Cost**
  - **AIC Member:** $695 (2-day) or $395 (1-day)
  - **Non-Member:** $1,095 (2-day) or $795 (1-day)
  - Deadline for Early-Bird Exhibitor Registration is Friday, May 22, 2020. 
    _There is an extra $200 fee if you register after May 22, 2020._

  Please contact AIC @ (208) 344-8594 if you are not sure whether you are an AIC member.

- **Sponsorship**
  Any organizations desiring additional exposure through sponsorship of the AIC Annual Conference please visit our website at: [www.idahocities.org/sponsor](http://www.idahocities.org/sponsor). Contact Dara Von Lossberg, at dvonlossberg@idahocities.org for any questions you may have.

- **Exhibitor Passport/Door Prizes**
  To encourage traffic in the exhibit area and exhibit viewing, gift card drawings will be held for attendees who submit an “Exhibitor Passport,” which must be signed by each exhibitor. The drawings for the Exhibitor Passports will take place daily.

  Door prizes may be given from private drawings by any of the exhibitors. Turn your gift and winner’s name in to AIC at the registration desk & AIC will announce winners during conference meals.

- **Shipping & Handling**
  Exhibit materials may be shipped to AIC prior to the conference, but **cannot arrive earlier than June 01, 2020.** Any leftover exhibit materials or displays must be picked up for return shipping from the Boise Centre. **AIC will NOT be responsible for the return of equipment.**

- **Closed Exhibit Hall Floor Policy**
  AIC Policy requires that in order for suppliers and vendors to attend the AIC Annual Conference, they must be an exhibitor or sponsor of the event. Exhibitors may not share booths with affiliates or other vendors.

- **Refunds/Cancellation Policy**
  Cancellations for conference exhibitor registration must be received **in writing** to Dara Von Lossberg at dvonlossberg@idahocities.org no later than Tuesday, May 26th by 5:00 p.m. Cancellations made after Tuesday, May 26th will incur a charge of 50% of the exhibitor fee. Cancellations after June 1st will not be issued a refund. We do understand that emergencies happen. For cancellations, please contact AIC at (208) 344-8594. No refunds will be given for early departure.

- **Workshop Submittal Information**
  Workshop space may be requested using the Workshop Submission application form on our website by April 30, 2020. The application can be found at [www.idahocities.org/workshopsubmission](http://www.idahocities.org/workshopsubmission). You will receive a response to your request by May 11, 2020. If accepted, all workshop presentation materials must be submitted by May 25, 2020.
Hotel Accommodations

The 2020 AIC Annual Conference will be held at the Boise Centre (850 W. Front St.).

AIC has secured room blocks for conference delegates at various hotels. Lodging information can be found at www.idahocities.org/lodging. Be sure to indicate you are part of the “AIC Annual Conference Room Block” to receive the room block rates.

• 2020 Exhibitors & Sponsors

- AARP
- Access Idaho
- Ackerman-Estvold
- All Traffic Solutions, Inc.
- Alta Science and Engineering, Inc.
- Ameresco, Inc.
- Blue Cross of Idaho Foundation for Health
- Bowen, Collins and Associates
- Caselle
- Collection Bureau Incorporated (CBI)
- Colonial Life
- Design West/Carpenter Decorating
- Fishers Technology
- Forsgren Associates, Inc.
- Garrett & Company, Inc.
- Great West Engineering
- HECO Engineering
- HMH Engineering
- ICRMP
- Idaho Dept of Environmental Quality
- Idaho Housing and Finance Association (IHFA)
- Idaho Independent Intergovernmental Authority (III-A)
- Idaho Rural Water Association
- Integra PaperLESS
- Business Solutions
- Intermountain Gas
- isiWest
- Jacobs
- JUB Engineers, Inc.
- Keller Associates, Inc.
- Mountain States Lighting
- Mountain Waterworks
- Nationwide
- Pelorus Methods
- Piper Sandler
- Point and Pay
- SPF Water Engineering
- T-O Engineers
- Zions Bank

REGISTER
AT:
www.idahocities.org/aicexhibitor