



## ***Exhibitor FAQ for MOPS International Leadership Conference Indianapolis, IN September 17-19, 2015***

### ***What is the cancellation policy for exhibitors?***

Please click this link for more information for our cancellation policy [www.MOPS.org/exhibit](http://www.MOPS.org/exhibit)

### ***May I attend convention workshops or general sessions?***

Two limited Convention registrations and badges are included with each booth. This includes entrance in and out of the MOPS Marketplace (Exhibit Hall) and general sessions only. Badges must be worn at all times.

### ***What are the open hours for the MOPS Marketplace, when is the Exhibitor Meeting, and when may I enter the MOPS Marketplace for load-in?*** [www.MOPS.org/exhibit](http://www.MOPS.org/exhibit)

\*Booths must be staffed during *all* open hours.

### **Where can I order extras for my booth?** [Click here for info](#)

### **Where can I ship my supplies/product?**

**Fern Expo**  
**1147 S White River Pkwy E Dr**  
**Indianapolis, IN 46225**

***What does it cost to have electricity, phone lines and internet connections?*** Internet is not provided by the JW Marriott and must be purchased separately. (See our links on [www.MOPS.org/exhibit](http://www.MOPS.org/exhibit) for purchasing AV, electrical, and internet)

### ***Do I receive a discount at the Conference hotel?***

Yes, please contact the JW Marriott Hotel---10 South West Street. Indianapolis, IN 46204

<https://resweb.passkey.com/go/MOPS2015>

***Are children allowed in the exhibit hall?***

To ensure everyone's safety, NO ONE under 12 is allowed on the floor during load-in and load-out. Children 12 and older may accompany and enter the MOPS Marketplace during open hours.

***May I have a drawing for a gift at my booth, and may I use the names from the drawing for my mailing and /or email list?***

Yes, a drawing is allowed with the following guidelines. Names and addresses may be used for mailings, provided the attendee has given permission. All forms to include a check box to include, "Yes, please add me to your mailing list" Exhibitor is responsible for all aspects of the drawing, to include notifying the winners and mailing items, if the attendee is no longer at the conference when drawing takes place.

***Are there any restrictions to what I may hand out at my booth?***

You may not use the MOPS logo for co-branding with your company or to position your product as "MOPS-approved" or "MOPS-preferred." You are welcome to offer giveaways such as logo items. Sample liquid or food items are limited to 2 oz and must be pre-packaged.

***Do you have extra storage space for our exhibit cases?***

No. All boxes, exhibit cases or pallets need to be stored under your table or off-site.

***Is there parking for exhibitors at the Conference?***

Parking reservations are recommended. Parking is available at your hotel and parking garages. For more information JW Marriott Dock and load in address is 701 W. Washington Street.

[www.MOPS.org/exhibit](http://www.MOPS.org/exhibit)

<http://www.visitindy.com/>