AMS Exhibitor FAQs



When and where is the AMS 107th Annual Meeting?

AMS 107th Annual Meeting is taking place in Denver at the Colorado Convention Center located at 700 14th St, Denver, CO 80202.

Exhibit Move-In

Sat, 9 January 10:00 a.m.–5:00 p.m.
Sun, 10 January 8:00 a.m.–4:00 p.m.
Mon, 11 January 8:00 a.m.–3:00 p.m.
Installation must be complete by Monday, 11 January at 3 p.m.

Event Hours

Mon, 11 January 5:00–7:30 p.m. (Intn'l Walk-Around 5:00–6:00 p.m.; Ribbon Cutting at 6:00 p.m.)
Tues, 12 January 9:45 a.m.–6:00 p.m.
Wed, 13 January 9:45 a.m.–6:00 p.m.
Thurs, 14 January 9:45 a.m.–12:00 p.m.

Move Out

Thurs, 14 January 12:00–6:00 p.m. (Dismantling is NOT allowed before 12:00 noon, Thurs, 14)
Exhibitors dismantling/leaving early will be assessed a $500 penalty fee.

What's included with the booth fees?

- 8ft. back drape, 3ft. side drape
- Booth Identification Sign
- 4 booth Staff Badges (per 100 sq. ft of booth space reserved, please note booth staff must be pre-registered through the exhibitor portal)
- Listing with description on the AMS website and Annual Meeting online platform
- Full-Week Complimentary Conference Pass (1 pass for 100 - 500 sq. ft.; 2 passes for 600 sq. ft. or more)
- 24 hour Exhibit Hall perimeter security
- 1 Admission to the Exhibitor Breakfast (rsvp by 2 January 2026)

Please note wall to wall carpeting or other flooring required for all booths.

How do I order additional products and services for my booth?

Exhibitors can order everything they need to have a successful show in the exhibitor services kit. We recommend reviewing the kit early to make sure you meet key deadlines and secure the best pricing.

Can we purchase additional staff badges, beyond what comes complimentary with the booth?

Yes, additional badge beyond the allotted amount will incur a $100 fee.

How do I register my booth staff?

We have provided detailed booth staff registration instructions here. Please note that the primary contact of your organization will have to add you into the system by **4 January.**

What is a booth staff badge?

Each booth will receive 4 booth staff badges per 100 sq. ft of booth space reserved. Booth staff badges provide early access to the exhibit hall for setup and booth management. Please note that these badges do not grant entry to any conference sessions. The primary contact for your organization received detailed booth staff registration instructions in mid- November, and all booth staff must be entered into the system by **4 January**.

Do booth staff badges allow access to sessions?
No, they only allow access into the exhibit hall.

Is it possible to have a booth staff badge person attend a session?
Yes, they can attend the full conference if they register for the full conference pass. Your booth comes with one complimentary full conference pass that can be used for a booth staff member or someone else.

What are booth display height and sightline regulations for standard booths?
Following IAEE rules, all standard booth display materials must be arranged so they do not obstruct neighboring exhibitors' sight lines. Displays may reach a maximum height of 8 ft. (2.44 m) in the rear half of the booth space, while the front half (toward the aisle) is limited to a maximum height of 4 ft. (1.22 m).

Island booth displays and structures can reach a max of 16ft. In height. Hanging signs can be rigged to a maximum height of 20ft. (from the top of the sign to the floor).

Are there sponsorship opportunities at the 107th Annual Meeting?
AMS offers a variety of sponsorship opportunities. To find more information you can visit our website here or contact Adam Kelly for more information.

Does AMS provide exhibitors an attendee list?
Yes, AMS will send exhibitors a public attendee pre-registration list after the early registration deadline, one week before the meeting, and a final public attendee list after the Annual Meeting. Please note that AMS DOES NOT use 3rd parties to distribute or sell attendee lists.

What is AMS Exhibitor Cancellation Policy?
In accordance with AMS rules and regulations, any exhibitor who wishes to cancel all or part of their contracted exhibit space must submit the request in writing. Exhibitors remain responsible for payment of all applicable AMS fees. Written cancellation requests received on or before 1 October 2025 will qualify for a refund of 50% of the total exhibitor fees. Cancellations received after this date are not eligible for a refund under any circumstances.

Does AMS have a list of recommended hotels for the 107th Annual Meeting?
Yes, you can find the list of official AMS contracted hotels on our website here. Booking within the official AMS hotel block gives you access to the best rates and ensures you're staying close to the convention center.

If I have additional questions, who should I contact?
Questions or concerns can be directed to exhibits@ametsoc.org