Exhibitor Information

Click here to access the online registration system for exhibits and advertisements.

**Location:** Caribe Hilton  
1 San Geronimo Street  
San Juan, PR, USA 00901

**Set Up Hours:**  
Sunday, April 22, 2012 8:00am – 11:00am

**Exhibit Hours:**  
Sunday, April 22, 2012 12noon – 5:00pm  
Monday, April 23, 2012 8:00am – 5:00pm  
Tuesday, April 24, 2012 8:00am – 5:00pm  
Wednesday, April 25, 2012 8:00am – 5:00pm  
Thursday, April 26, 2012 8:00am – 12noon

**Three Exhibit Options:**

1. **Send one or more representatives and display your publications in person**

   **Rental Rates:**  
   One table: $400  
   Two tables: $600  
   Three tables: $800  
   Additional Tables: $100/table

   **Rental includes:**  
   - 6’ X 30” table  
   - 2 chairs per table  
   - identifying tent card  
   - Complimentary conference registration (1 per table/maximum of 2)

2. **Display your publications without an on-site representative (single organization table)**

   **Rental Rates:**  
   One table: $450  
   Two tables: $650  
   Three tables: $850  
   Additional Tables: $100/table
Rental includes:

- 6’ X 30” table
- identifying tent card
- materials unpacked and display set up by volunteer staff
- Periodic monitoring by volunteer staff during exhibit hours

3. Display your books without an on-site representative (common table)

You may send individual items to display on a “common table” in the exhibit area. We suggest sending 600 order forms with your sample(s). Please note: CIES cannot return any materials. Samples will be distributed to student volunteers.

Rates: $50 each for one to five items (order forms are not considered an item)

Includes:

- Items placed on 6’x30” table
- identifying tent card
- materials unpacked and display set up by volunteer staff

Exhibit Registration:  Click here for easy online registration

Shipping Information: Full shipping and package labeling information will be sent closer to the conference dates.

Electricity, Internet Service, and/or Audiovisual: If you need electricity, internet service and/or audio visual equipment provided at your exhibit please contact Drew Norris, Conference Coordinator at drnorris@indiana.edu. We will arrange these services for you. You will be responsible for paying the vendors for these services.

Deadline: The deadline to register as an exhibitor is Monday, March 19, 2012.

Questions: Please email any questions to the Conference Coordinator at drnorris@indiana.edu.