

EXHIBITOR GUIDE

**IIAG ANNUAL
CONVENTION**
AMELIA ISLAND 🌺 JUNE 5-7
2025

TRADE SHOW CHECKLIST

IIAG's 128th Annual Convention is fast approaching! Please read over each item and feel free to contact us with any questions that might arise.

☐ THE IIAG EXHIBITOR KIT

The [Exhibitor Kit](#) will assist you in preparation for a successful show. Please note shipping deadlines. The Exhibitor Kit will provide information about:

- 🌺 Show set up, tear down and exhibit hall hours
- 🌺 Trade show theme and activities
- 🌺 Shipping
- 🌺 Booth rental equipment, and electrical/AV

☐ REVIEW SPONSORSHIP OPPORTUNITIES

To see available sponsorships [click here](#). For additional information contact Amber Mellars (amellars@iiag.org)

☐ REGISTER EXTRA BOOTH REPRESENTATIVES

If needed, register extra booth representatives not already included in your exhibitor level. Additional booth representative registration is \$350 each and can be [registered here](#).

☐ DETERMINE ANY GIVEAWAYS OR RAFFLES

If you plan to draw for an agent prize at our trade show or donate an item for our PAC Raffle please begin to determine your giveaways!

☐ REMEMBER TO RESERVE HOTEL ROOMS

The IIAG discounted room block ends on May 7th. To see all accommodation options, [click here](#).

☐ CHECK EXHIBITOR AGENDA

Please see the [Exhibitor Kit](#) for full agenda.

Exhibitor Set-Up:	Thursday, June 5th	8am - 4pm
Booth Break Down:	Friday, June 7th	2pm - 3pm

GENERAL TRADE SHOW INFORMATION

Exhibitors are encouraged to arrive at Friday's trade show early to ensure time to have lunch before agent attendees arrive.

Remember, there is a contest for "Best Exhibitor Booth" voted on by agent attendees!

Did you know Friday's trade show has a theme and Exhibitor Bingo? Check the Exhibitor Kit for more details!

For additional information, visit our exhibitor page: www.iiag.org/annual-exhibitor

CONTACT US

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See You On....

AMELIA ISLAND