

The AHIMA Exhibitor Extra – July 2009

Exhibitor Service Kit

Exhibitor Service Kit is now available online at

<http://www.ahima.org/events/convention/exhibitors-servicekit.html>

This is your complete guide to exhibiting at the AHIMA Convention and Exhibit. It will provide information about installation and dismantle, show hours, marketing, advertising and sponsorship opportunities, travel and housing, the official show contractor and more! *Please be sure to read through it carefully – the answers to most of the FAQ are right in the service kit.*

There's still time to participate in the Foundation's Not-So-Silent Auction

Calling for all auction items! Are you planning to donate an item to the Not-So-Silent Auction at the upcoming convention? This has been a popular event, and another way to have your company's name on display, outside of the actual exhibit hall itself. We want to give you as much exposure as possible, but in order to receive full print recognition for your donation you will need to complete the online form by **August 3**. Following is the link to the form:

<http://campus.ahima.org/Campus/Forms/Foundation/reservationform.htm>

Arrival of your auction items at the Texas convention warehouse should take place between September 2 and September 25. If you have completed the online auction item donation form, you will be sent shipping labels the end of July/beginning of August.

Promote Your Company!

Don't delay in taking advantage of these great marketing opportunities to increase your visibility at the AHIMA Convention & Exhibit. More detailed information on all of our promotional opportunities is available online at: <http://www.ahima.org/events/convention/exhibitors-marketing.html>

Pre-Registrant List

\$550

Market your company to convention attendees before they reach the convention by ordering a pre-registrant list. The list (of approximately 2,000 attendees) will be sent three to four weeks prior to the convention via email and includes mailing addresses only for onetime use only.

Exhibit Hall Floor Decal

\$250 per decal

Make your booth stand out and help attendees navigate the exhibit floor! The 2'x 2' floor decal will be placed in front of your booth and will include your booth number and 4-color maximum company logo. Buy one or four, depending on how large your booth is!

Upcoming Deadlines		
On-site Convention Program Ad Reservation	Deadline	7/17
Submit guest names for group housing	Deadline	8/10
Lead Retrieval	Early Bird Deadline	8/12
AHIMA Today Ad Reservation	Deadline	8/28

Questions: If you have any questions, please do not hesitate to contact me.

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