

The AHIMA Exhibitor Extra - May 2009



Exhibitor Service Kit

The 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.

Exhibitor Badge Registration is Now Open

Your login information has been emailed to you by our registration company, Wyndham Jade. To register your booth personnel now, click here: <http://www.wynjade.com/ahima09/emc>. Exhibitors will be allotted five badges per 10 x 10 booth space. Each badge will allow access to the exhibit hall and general sessions.

If you need more than the allotted number of badges they are available for purchase through the registration site for a fee of \$50 each.

If your booth personnel will be attending educational tracks to earn CE units, please have them register as attendee type "Exhibitor with CE Units" for a discounted rate of \$399. They will need to fax in the registration form available here: <http://www.ahima.org/events/convention/registration.html> In order to register as this attendee type you must fax in your form, we cannot accept phone or internet orders.

On-site Program Listing

Log on to the Vendor Directory now to submit your company listing for the on-site convention program: <http://ahimanet.org/VendorDirectory> (click "Manage Listing" on the left-hand side). Your listing in the on-site program at the convention will appear *exactly* as it does in the online Vendor Directory. AHIMA has created your account, but it is your responsibility to populate all contact information, your company description and the product categories you would like to be listed under. **All complete listings for the final program must be received by June 19th.**

AHIMA Foundation Not-So-Silent Auction

Donating an item to the auction is a great opportunity to showcase your organization while supporting a very worthy cause. All proceeds from the auction go to the AHIMA Foundation Merit Scholarship Program. For information about donating items to the 2009 Not-So-Silent Auction, visit <http://campus.ahima.org/Campus/Forms/Foundation/reservationform.htm>.

Special Events, Reception Planning

Looking for a professional events company possessing extensive local knowledge, expertise and resources? BRING IT ON! DALLAS provides high quality services in the areas of Special Events, Décor, Entertainment, Offsite Venue/Restaurant Selection and Management, Transportation, Logistics, Staffing and much more. With BRING IT ON! DALLAS, you are hiring a team of innovative experts that skillfully combine all of these elements, making us the ideal "one stop" resource for all of your program needs. Contact us today for more information at info@mybringiton.com or (972) 416-2800.

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

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