

## EXHIBITOR REGISTRATION *(Please Print)*

Company Name \_\_\_\_\_ Description of Business \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Contact Name \_\_\_\_\_ Contact Email \_\_\_\_\_  
 Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Date \_\_\_\_\_ Website \_\_\_\_\_  
(link will be placed on the Exhibitor Section of Big I NY website)  
 Email Address (to send attendee list prior to event) \_\_\_\_\_

*Important exhibitor information is located on the back of this form.*

### PRICING

**Exhibit Booth:**  
*(includes 1 registration):*

Member - \$500  
Non-Member - \$750

**Electrical Outlet: \$50**

To pay by credit card,  
contact Allison Just at  
1-800-962-7950  
EXT. 249

### REGISTRATION *(Please Print)*

**Support NY members receive a discount on an exhibit booth!**

*Contact Allison Just to register. Not a Support NY member? Reach out to become one today!*

**One registration is included in your exhibit booth cost. Additional registrations cost as follows:**

<b>Before April 19th:</b>	<b>After April 19th:</b>
Member - \$150	Member - \$225
Non-Member - \$200	Non-Member - \$300

Name _____	Cost _____	<b>INCLUDED</b>
Email _____	<b>Meal Choice (Please Circle One):</b>	Chicken    Vegetarian
Name _____	Cost _____	
Email _____	<b>Meal Choice (Please Circle One):</b>	Chicken    Vegetarian
Name _____	Cost _____	
Email _____	<b>Meal Choice (Please Circle One):</b>	Chicken    Vegetarian
Name _____	Cost _____	
Email _____	<b>Meal Choice (Please Circle One):</b>	Chicken    Vegetarian

**Electrical Outlet (Additional \$50)**    **TOTAL Amount Enclosed (Make check payable to Big I NY):** \$ \_\_\_\_\_

**May 21, 2019**

**DoubleTree by Hilton  
Hotel Tarrytown**

455 South Broadway  
Tarrytown, NY 10591  
**Phone: 914-631-5700**  
**Fax: 914-631-4125**

Don't forget to  
visit the website:

[BigINY.org/GoBig](http://BigINY.org/GoBig)

## EXHIBITOR INFORMATION

If you have any questions, please contact:

**Allison Just**  
Meeting & Governance Manager  
Big I New York

**Direct:** 315-432-4249  
**Phone:** 800-962-7950 EXT. 249  
**Email:** [ajust@biginy.org](mailto:ajust@biginy.org)

5784 Widewaters Pkwy, 1st Floor  
DeWitt, NY 13214

### Exhibit Booth

Booth (8' wide x 8' deep), exhibitor sign, 6' table with cover, side rails and backdrop. You're welcome to bring your own signs, backdrops, etc. as long as all items fit within the confines of your booth.

### Electrical Hookup

If an electrical outlet is required, the cost is \$50 extra. Outlets must be requested on the exhibitor's registration form.

### WiFi

Wireless internet is complimentary to exhibitors. Connect to HHonors and open your web browser. You will see the "StayConnected" welcome page. Click on "I have a coupon code/promotional code," and accept the terms. Click next and enter code: **GOBIG2019**.

### Exhibit Setup

**Exhibitors may setup AFTER 7:00am on May 21st.** No exhibit assembly will be allowed prior to this time. All exhibits must be ready by 8:00am when registration begins.

### Shipping Booth Contents

If booth contents need to be shipped, they must be shipped no earlier than one week prior to the convention date. You may pick up your package(s) at the front desk. **The package(s) must have the following:**

Your Name  
Big I Convention  
The Doubletree Hilton Tarrytown  
455 S. Broadway  
Tarrytown NY, 10591  
C/O Julie Curi

### Booth Assignment

The Industry Marketplace floor plan with all booth assignments will be at the registration area the morning of the event. No assignments are provided prior to the event date.

### Name Badges & Instructions

Exhibitor name badges are placed in each individual booth prior to exhibitors arriving. Additional instructions for the day are also left at the booth.

### Event Hours

**8:00am** - Registration Opens  
**8:00am - 1:00pm** - Industry Marketplace  
**8:30am - 9:15am** - Annual Business Meeting  
**8:30am - 9:15am** - Cybersecurity War Stories  
**9:30am - 10:30am** - Go Big & Grow Your Agency Value  
**11:00am - 12:00pm** - Carrier Panel  
**12:00pm - 1:00pm** - Industry Marketplace & Cash Bar  
**1:00pm - 2:15pm** - Installation Luncheon  
*(There is a total of 2 hours and 15 minutes dedicated exhibitor time.)*

### Agent/Broker Attendance

To encourage our agents to connect with you in the Industry Marketplace, there will be two \$150 cash door prizes. Drawings are at 9:15am and 10:45am. We encourage you to ask for agents' business cards or to offer your own door prize.

### Lunch

All exhibitors are invited to stay for lunch and mingle with the attendees.

### Attendee List

A pre-event attendee list will be emailed to exhibitors on May 10th. Exhibitors are encouraged to reach out to attendees and invite them to visit their booth. Exhibitors are not included on this list.