Registration Required
Thank you for registering to exhibit at the 2019 IAGLR Conference in Brockport, N.Y. As an exhibitor, you will receive one full registration at no additional cost (premium exhibitors at the $1,250 level receive two). All exhibitors are REQUIRED to PRE-REGISTER online. To do so, please go to iaglr.org/iaglr2019/registration/. Do not pay your registration fee; instead, note “Exhibitor” in the comments section to waive the fee. Registration materials will be available at the registration desk in the Seymour College Union upon your arrival (see attached map). Hotel rooms are not included. Visit our website at http://iaglr.org/iaglr2019/venue/accommodations/ to help plan your stay, including suggested onsite housing and convenient hotels.

Exhibit Locations
Exhibits will be located in the Fireside Lounge in the Seymour College Union building (see attached map). Please note, specific exhibitor locations within will be determined by the conference organizers, based on exhibitors’ needs and level of sponsorship. Upon arrival, exhibitors should look for the sign with their organization’s name and only occupy that assigned booth space. Each booth comes with approximately 10 linear feet of floor space, with pipe and drape, a skirted table (6-foot minimum), chair, and an electrical outlet (if requested).

Move In/Out
All exhibitors must check in at the registration desk in Seymour Union upon arrival. Exhibitors can set up Monday, June 10, between Noon - 6:00 p.m. EDT or Tuesday morning after 8:30 a.m. Please plan to move out by Friday, June 14, at noon when the conference ends.

Parking and Exhibitor Setup
Parking is available in Lot O, closest to Seymour, which will be marked with IAGLR signs. Enter Seymour from the east side (see attached map) and go to the IAGLR registration area at the end of the hallway. One dolly and several carts will be available. If needed, Seymour has a loading dock on the west side. Your vehicle can remain in Lot O during the conference, but please obtain a parking pass (free) at the registration desk and place it on your dashboard.

Security
Seymour College Union will be locked from the end of conference activities each day until 7 a.m. the next morning.

Shipping Instructions
Exhibitors are responsible for arranging to get their materials onsite. Advance shipping to SUNY Brockport is available. Exhibitors may ship materials to:

Central Receiving
Attn: James Haynes (IAGLR19)
The College at Brockport, SUNY
382 Holley Street
Brockport, NY 14420

Items will be stored at the Shipping and Receiving Office before moving them to Seymour Union on June 10. The exhibitor’s company name/organization should be clearly marked on each box so that the boxes can be stored together and placed in front of their designated booth.