



Welcome to **ICE Conference 2017!**

Exhibitor registration is now officially open for the 2017 ICE Conference. We invite you to exhibit at "**ICE Conference 2017**". All materials that you will need can be found online -- <http://www.iceberg.org/ice-conference/exhibitors>. Please click on the various Exhibitor links to view or download information and documents that are pertinent to exhibitors.

Conference Dates: Wednesday, March 1 thru Friday, March 3, 2017.

The Exhibit Hall will be open:

Wednesday, March 1st from 3:00 to 5:00 p.m. for our annual "*Kickoff Reception*". and during the full conference days on Thursday, March 2 from 7:30 a.m. to 4:30 p.m. and Friday March 3 from 7:30 a.m. to 1:00 p.m.

The link for the online exhibitors' registration system is:

<https://exhibits.iceberg.org>

The ICE conference exhibitor website <http://www.iceberg.org/ice-conference/exhibitors> includes:

- [Highlights](#) and welcome to 2017 conference information.
- General exhibitor information including [prices](#), [dates](#) and [times](#).
- [Terms and conditions](#) for exhibiting at the ICE Conference.
- [Sections Floor Plan for the Mega-Center Exhibit Hall](#) that will help you choose the section you would prefer for your booth location. As in the past, booths are requested by section, and are on a first-come, first-serve basis after all Partners have selected their booth locations.
- [Advertising information](#) for the four-color advertising slots that are available in the ICE Conference Program book and ICE Newsletter.
- Link to the [online vendor booth application form](#). The link for the online exhibitors' registration system is: <https://exhibits.iceberg.org> . Your application must be completed online and will automatically be submitted to the ICE Office.
- Payment Information: Most vendors pay online via credit card. If you are paying by [credit card](#), you will be redirected to the secure Authorize.net payment site when you click the "Submit" button. We accept: [American Express](#), [Visa](#) or [MasterCard](#). If you are [paying by check](#), you will have the ability to print the application information so that you can submit it to your Accounts Payable department for payment. A copy of that printed form can then be included with your company check when sending in payment. If you need an invoice, please email aglowaty@iceberg.org and request the invoice. Otherwise, invoices are not normally sent.
 - Note: Before being assigned an exhibit space, we must receive your [online application and full payment](#). Booth spaces will not be assigned until December, once all corporate partners/sponsors have selected their booth locations. Preferences will be honored in the order in which complete applications and payments are received – first-come, first-serve, until we sell out. You will receive an email with your [booth number in December](#). You will need that number to order [electricity](#) or any other special needs from

Pheasant Run, and for shipping materials to the Pheasant Run Conference Center before the conference.

- If you wish to be a presenter at the 2017 ICE Conference, please submit a presentation application online at www.bit.ly/ice2017proposals. Due to the success of our conference and the large numbers of proposal applications we receive each year, we cannot guarantee a presentation slot for your company, unless you are one of our corporate partners/sponsors. Corporate partnership information is available on the website as well.
 - If you choose to submit a proposal to present at the conference, your proposal will be reviewed by members of our conference committee using the same scoring rubric that is used for all other breakout and poster sessions. The deadline to submit an exhibitor presentation proposal is November 3, 2016. Keep in mind that you must have purchased a vendor booth to be considered for a presentation, and all presenters must be one of the three complimentary personnel registered by your company in the online exhibitor registration process.
- ICE Corporate Partnership Program - The benefits and services included in the ICE Corporate Partner Program may also be of interest to you and the company you represent. If you are interested in the details of our corporate partner program, please send an e-mail request for information to aglowaty@iceberg.org

If you have any questions regarding the policies and procedures for being an exhibitor at ICE Conference 2017, please email me at aglowaty@iceberg.org or call the ICE Office at 630-628-1088.

Again, thank you for your support of ICE -- we look forward to your participation at "**ICE Conference 2017**", **March 1 - 3, 2017**.

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Exhibitor Online Registration System Link: <https://exhibits.iceberg.org>

PS: If you are no longer serving in the role of representing your company for Conference Exhibitors, please forward this message to the person who would be involved in scheduling trade shows. If you would like to be removed from this mailing list, please let me know.

