

ALABAMA BANDMASTERS ASSOCIATION

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The Alabama Bandmasters Association is soliciting exhibitors for the annual All-State Band Festival to be held at the Arthur R. Outlaw Convention Center on April 7, 8, and 9, 2022. It would be our honor to have your company as one of our exhibitors. We feel that it would be an advantage to you to exhibit your products and/or services to our membership.

This is a very different year due to Covid. With that being said, we have made some changes to how our event runs. First, there are no chair placement auditions. These will be done virtually through an app. Students will be reporting directly to the rehearsal rooms on Thursday. Friday is our typical schedule with start and end times staggered. Bands will be housed in four different locations. The advantage for exhibitors this year is that they will not be secluded in the exhibit hall. Exhibits will be on the first floor on the concourse level which sees lots of attendee traffic.

All exhibitors will be assigned a numbered booth. Exhibitors will be furnished with a printed sign to be displayed on the curtain at the rear of the booth. Signs will carry the company name as listed on Exhibit Agreement unless you specify otherwise. Each 10x10 booth will have an 8' high background drape; 3' high side drape; two 8' skirted tables; 2 chairs; and 1 wastebasket. After you return your Exhibitor's Agreement and payment to me, you will receive a kit from the Arthur R Outlaw Center to use to order options (electricity, flooring, extras, etc.)

Name Badges will be provided for all your exhibitors, please list them on the attached application form. All exhibits must be manned during the hours listed below. Special efforts are made to include exhibit hours in the schedule of events.

Move in is 6:00-9:00 pm on Thursday, April 7 Move out is 3:00pm-6:00pm on Saturday April 9th.

Exhibit times:

Thursday, April 7, 2021	Load in	6:00 - 9:00 pm
Friday, April 8, 2021		8:00 AM – 5:00 PM
Saturday, April 9, 2021		8:30 – 11:30AM & 12:00- 3:00PM

Please use the instructions in the Exhibitor Kit to ship material directly to the Convention Center

Booths will be assigned on a first come first served basis. Enclosed are the ABA Exhibit Policies, which become a part of the Exhibit Agreement, and an ABA Exhibit Agreement.

In order to facilitate assignment of booth spaces and notification of exhibitors we need to receive Exhibit Agreements by **March 18, 2022**. If you desire to exhibit, return the Agreement with your check. Upon receipt, you will be sent confirmation. Within a short time after March 18, 2022, you will receive a diagram of the exhibit area showing your booth location.

On behalf of the Alabama Bandmasters Association thank you for your support, through exhibiting at our AllState Band Festival and/or by advertising in the AlaBreve magazine.

Sincerely,

Doug Farris, Executive Secretary
Alabama Bandmasters Association

EXHIBITOR/DECORATOR SERVICES

The Mobile Convention Center offers decorating services for any size show. Our inventory features standard pipe and drape in teal green with coordinating teal table skirts.

10' x 10' Booth
8' high back drape
3' high side drape
One (1) 8'x24" table, clothed and skirted
Two cushioned chairs
One wastebasket
One standard booth sign
\$250 per booth

No minimum required.
No job too small.

As your exclusive decorator, the Center will offer customized services as a part of our complete Decorator Package:

- Exhibitor Packets - We will prepare and email from confirmed exhibitor list
- Service Desk - On-site service and information desk during move-in
- Professional Assistance - Event Coordinator assistance with floor layout
- CAD Drawing - Scaled drawing in compliance with Life Safety Codes

Additionally, the Center can provide upgraded services for you and your exhibitors at nominal fees:

- Booth Cleaning
- Electrical Hookups
- Drayage - shipping in/out, placement of freight in booths
- Water Connections
- Booth Furnishings - carpet, additional tables, chairs, luxury furniture, plants, stages
- Set-up Labor - booth construction, load-in labor, forklift operators
- Banner Rigging - banners hung professionally
- Internet Services

