



Exhibits Report - November 2016

Pipe/Drape for booths and the Shipping/Drayage contracted through Convention Makers, Inc.

Electrical Arrangements provided by Sonesta Hotel's vendor, PSAV

Electronic registration and payment opened on August 1, 2016. One third of booths filled within the first week that electronic registration was available. Of the 34 registrants, 19 used a credit card for payment, 15 paid by check.

Year	Vendors	Booths	Sustainers
2016	34	38	20
2015	33	38	19
2014	30	34	18
2013	34	40	12

Suggestions for future:

- Vendors only received a dollar amount on their receipt. Need a detailed invoice sent with PayPal confirmation
- Add question about electrical needs for booth on registration form
- Option to go back into vendor registration and change payment method without re-registering
- More benefits for sustaining members to encourage participation

Created a template for Vendor badges using new SEACM logo which can be printed with Excel file

Will send out follow-up questionnaire to vendors after event