



## WELCOME

Thank you for choosing to exhibit at the 2018 AABB Annual Meeting. The 2018 AABB Annual Meeting will be held at the Boston Convention & Exhibition Center in Boston, Massachusetts on October 13-16, 2018. The exhibits open in the evening on the 13<sup>th</sup> and during the day on the 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup>.

This Exhibitor Service Manual provides you with all of the information that an exhibitor needs to have a successful exhibit at the Annual Meeting – from forms for ordering carpet, furniture, electricity, and telecommunications, to important information with regards to registration, housing, and sponsorship opportunities. It also includes information on available discounts if services are ordered by the earlier deadline date. This helps you to save money and for everyone to better plan equipment needs and labor schedules – all resulting in a smooth operation and successful experience.

If you have any questions, please feel free to contact me at [meghan.leahy@spargoinc.com](mailto:meghan.leahy@spargoinc.com) or 703-654-6929. We appreciate your support and look forward to a very successful meeting in Boston.

Sincerely,

A handwritten signature in black ink that reads 'Meghan Leahy'.

Meghan Leahy, CFM  
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