



MARCH 29-APRIL 1

AMCP 2022

Defining managed care pharmacy's future · CHICAGO



IMPORTANT INFORMATION

AMCP 2022 Exhibitor Bulletin, Feb. 23

Welcome to the AMCP 2022 Expo!

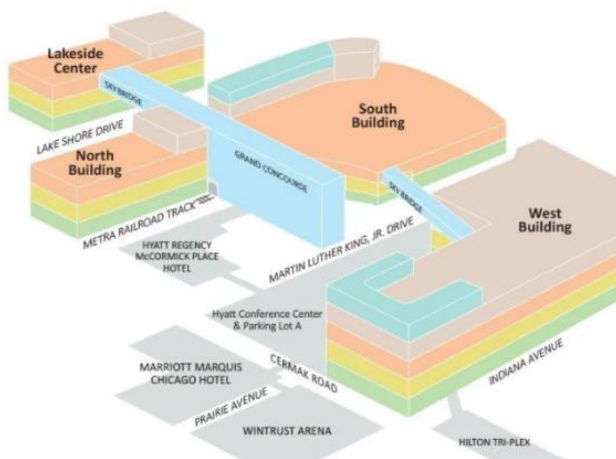
Thank you for participating in AMCP 2022. These Exhibitor Bulletins include important deadlines and information aimed at helping you have a successful experience in Chicago.

Look for future Exhibitor Bulletins on March 9, March 23, and a post-AMCP 2022 bulletin on April 13.

Important dates and Bulletins are posted online at [AMCP 2022](#).

AMCP 2022 Location at McCormick Place Convention Center

AMCP 2022 is at McCormick Place Convention Center and all AMCP activities are located at the **Lakeside Center** of the convention center. The Lakeside Center is an 8–10-minute walk from the Grand Concourse entrance and the Hyatt Regency McCormick Place Hotel. Please plan accordingly.



Increase Your Visibility with a Sponsorship in Chicago

Looking for additional exposure and visibility? Sponsor the new **AMCP Foundation Relaxation Station** or the ever-popular **Headshot Lounge**. Find your company front and center at AMCP 2022. Both opportunities are located in the AMCP Hub that features Registration, the AMCP Concierge, the Charging Station, and the LinkedIn Lounge and include signage, advanced recognition, and complimentary registrations.

Limited **Sponsored Attendee Emails** are available, too. Reach attendees with an email sent by AMCP with your marketing message. Invite participants to visit your booth with your branded message.

To see details and to secure a sponsorship visit the [sponsorship gallery](#) or email llarson@amcp.org to discuss.

Exhibitor Services Kit Online

The AMCP 2022 [Exhibitor Services Kit is online](#). The Kit will include important dates, official vendors, order forms and all display rules & regulations.

Please note there are several exclusive service providers at McCormick Place, including catering, utilities, internet and rigging. All vendor information is included in the Exhibitor Service Kit.

All companies using an Exhibitor Appointed Contractor must return the EAC Notification form included in the Kit to llarson@amcp.org immediately. EAC companies must also supply COI insurance forms prior to move-in at the McCormick Place.

Capture Your Leads with Badge Scanners Provided by Maritz

Maritz is AMCP's official registration, housing, and lead retrieval provider. They make capturing booth visitor demographics easy. Lead options include custom surveys, the ability to rank leads, and access from a secure portal.

Primary contacts were sent a marketing email and order forms are included in the Exhibitor Services Kit.

Sign Up for AMCP Partnering

Designed to complement your exhibit experience, AMCP Partnering offers the ability to schedule 30-minute meetings in advance with attendees that select health plans, IDNs, PBM, or hospitals as their employer during the AMCP 2022 registration process.

Exhibiting clients can add Partnering to their registration for \$300 per participant. Partnering participants can then request pre-scheduled, 30-minute meetings with current, potential, or future clients using the meeting app.

Partnering is located conveniently in the Expo and hours are Wednesday, from 2pm–5pm, Thursday, 10am–2pm, and Friday, 8am–10am.

Email llarson@amcp.org for more information or to sign up.

Follow IAEE Guidelines for Display Rules and Regulations

AMCP follows the International Association of Exhibition and Events' Guidelines for Display Rules and Regulations. Included in the Exhibitor Services Kit, the Rules and Regs offer inline, corner, and island booth descriptions and best practices. Please note, there are no peninsula, end-cap, or split booths at AMCP 2022.

Line-of-Sight display rules provide restrictions on certain areas of booths to allow attendees to view neighboring booths in their line of sight as they walk the floor. There are a variety of booth types, and each one is addressed in the Guidelines with specific insight on how to implement Line-of-Sight regulations on inline and island booths. Bottom line: be a good neighbor and do not block line-of-sight of nearby booths.

AMCP Exhibitor Terms & Conditions prohibit posting or distributing materials at any location outside of purchased exhibit space. Non-AMCP 2022 materials placed anywhere at McCormick Place Convention Center or hotels will be confiscated. Thank you for adhering to posted guidelines and regulations.

Booth Set-Up – Furnishings and Carpet

Each 10'x10' exhibit includes 8' back drape with blue, white and gray drape and 3' blue side drape divider and one 7" x44" booth ID sign. Exhibit fees do not include carpet, table, chairs, or other booth furnishings. Booth carpet is mandatory. Carpet and all booth furnishings can be ordered via the [Exhibitor Services Kit](#).

UPDATED Info Only Pre-Registration List – coming today via email

Look for the Info Only Pre-Registration list today. The list will be emailed as an excel file. Please note: the email will be from and to me: llarson@amcp.org and all exhibit contacts will be Bcc'd.

The Info Only list will contain name, title, company, city, and state. Please use this list to see who's attending and for pre- and post-event marketing.

The list may not be added into any type of electronic database.

Get the App

The AMCP 2022 app launches this week for download. Search for AMCP 2022 under AMCP Events.

Each registered exhibit staff will receive an email from the app vendor Jujama (no-reply@ujama.com) with personalized link/login to download the mobile app. If registered staff have not received the email from Jujama by March 4, email: support@ujama.com and it will be resent.

The app brings AMCP 2022 to your mobile device and allows users to complete their own profile and view profiles of other attendees; manage a personalized schedule of education sessions and other onsite events; send private in-app messages to other attendees; receive important updates and announcements while onsite in Chicago and, for [AMCP Partnering participants only](#), request meetings with other attendees.

Make sure your company description and categories are noted on the app – by entering online via the Exhibitor Portal. See previous Bulletins for instructions or contact llarson@amcp.org.

Exhibit Fees Due

Booth fees were due Feb. 15, 2022. Please ensure payment is in process. You can log in to the exhibitor portal to pay remaining balances via credit card. Clients with an outstanding balance may experience delays moving-in and/or setting up exhibit.

AMCP 2022 Schedule

Exhibitor Move-In:	Tuesday, March 29, 8am–5pm Wednesday, March 30, 8am –2pm
Expo Hours:	Wednesday, March 30, 4pm –7pm Thursday March 31, 11am –2:30pm Friday, April 1, 9:30am –11:30am
Exhibitor Move-Out:	Friday, April 1, 11:30am-5pm

The schedule will be updated online at [AMCP 2022](#).

Please contact me and let me know if you have any questions.

Thank you again.

Sincerely,
Laura K. Larson, CEM
AMCP Assistant Director, National Meeting Sales
llarson@amcp.org / 703-684-2619