



MARCH 29-APRIL 1

AMCP 2022

Defining managed care pharmacy's future · CHICAGO



IMPORTANT INFORMATION

AMCP 2022 Exhibitor Bulletin, March 23

This is the last pre-AMCP 2022 Exhibitor Bulletin.

Look for a post-AMCP 2022 bulletin Wednesday, April 13. If you have any questions, please reach out to me. I will be in the office through Friday, March 25.

Expo Location and Schedule

AMCP 2022 is at [McCormick Place Convention Center](#) and all AMCP activities are located at the **Lakeside Center**. The Expo is in Exhibit Hall D1.

Exhibitor Move-In: Tuesday, March 29, 8:00am–5:00pm
Wednesday, March 30, 8:00am –2:00pm

Booths MUST be set by 2pm Wednesday!

Expo Hours: Wednesday, March 30, 4:00pm –7:00pm
Thursday March 31, 11:00am –2:30pm
Friday, April 1, 9:30am –11:30am

Exhibitor Move-Out: Friday, April 1, 11:30pm –5:00pm

Know Before You Go Email, Registration Hours, and Badges Required

All registrants should expect a “Know Before You Go” email tomorrow. The email will include a barcode that allows registration access and will be scanned from smartphones onsite to generate badges, registration details, vaccine protocol information, and hotel confirmation numbers (if applicable).

Registration is in the Lakeside Ballroom and is open: Tuesday, March 29 from 1pm-6pm, Wednesday, March 30 from 6:30am-7pm, Thursday, March 31 from 7:30am-5:30pm, all in central time.

Remember, all must be badged to enter the Expo. Pick up your badge early to avoid lines on Wednesday when the Expo opens!

The Lakeside Center is an 8 –10-minute walk from the Grand Concourse entrance and the Hyatt Regency McCormick Place Hotel. Please plan accordingly. The Lakeside Ballroom is located directly across the [Skybridge from the Grand Concourse](#) and the Expo, in Exhibit Hall D1, is to the left of Registration.

Exhibitor Appointed Contractor (EAC) staff will be given a wrist band daily that provide access into the Expo during move-in hours. Any EAC staff needed at the booth during Expo hours require an official meeting registration badge. Wristbands are only good during move-in and move-out hours.

Freeman Exhibitor Service Center – Onsite Location

The Freeman Exhibitor Service Center is in the Expo in Exhibit Hall D1, behind booth 529, on the far-right side of the exhibit hall. The Freeman Exhibitor Service Center is open during move-in, expo hours, and move-out hours (see above). A Freeman representative will be there to answer questions, help track freight/deliveries, and help with move-out.

Exhibitor Services Kit Online

The AMCP 2022 [Exhibitor Services Kit is online](#). The Freeman Quick Facts include deadlines, shipping, and materials handling information. The online Kit includes official vendors and order forms for all Freeman services.

Freeman is the designated contractor for all materials handling — this includes receiving materials at the advance warehouse and/or at McCormick Place and moving materials to the exhibit booth. Freeman's material handling fees include move in and move out. Contact Freeman Exhibitor Support with any questions: 888-508-5054.

Booth fees do not include carpet (which is mandatory), furnishings, or utilities, including electricity. These products and services can be secured via the Kit.

Wi-Fi At AMCP 2022

Complimentary Wi-Fi is available at all AMCP 2022 sites at Lakeside Center except the Expo. If you need internet service at your booth, please order from [McCormick Place](#). Internet, hubs, switches, and firewalls are offered. Contact 312-791-6113 for more information.

Automobile & Small Utility Vehicles (ASUV) Program – Important Information

McCormick Place Convention Center allows exhibiting clients to unload/load from automobiles and small utility vehicles but only at designated docks and without using motorized equipment of any type. Exhibitors may deliver materials on Wednesday, March 30, from 8am-12pm. Materials can be delivered from cars, minivans, SUVs, pick-up trucks, and full-size vans but not trailers, step vans, box trucks.

Only exhibiting company employees may participate and several additional criteria must be met. If your company is interested, please contact Laura Larson at llarson@amcp.org for additional information. **This MUST be coordinated in advance.**

Food & Beverage Information

Please note, only full meeting registration badges have access to a complimentary drink during Wednesday Opening Reception and to lunch on Thursday in the Expo. Drinks may be purchased during the Opening Reception.

There is a pop-up Starbucks located in the Lakeside Ballroom near Registration and it will be open Wednesday and Thursday, from 9am-3pm. There is a food court located in the [South Building, Level 2.5](#) and water stations will be located throughout the Expo.

FedEx at McCormick Place Convention Center

FedEx has two locations at McCormick Place. The North/South location offers full-service printing capabilities and is open the duration of AMCP 2022. The Lakeside Center Fed is open Friday, April 1 from 11:30am-5pm and handles outbound shipments only.

COVID Safety at AMCP 2022

AMCP is committed to providing a safe environment for attendees and exhibiting customers during AMCP 2022 in Chicago.

To maintain the health and well-being of all participants at AMCP 2022, Leadership is implementing procedures outlined on the [COVID Safety section](#) on the [AMCP 2022](#) website.

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

Thank you again and see you next week.

Sincerely,

Laura K. Larson, CEM
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