



Welcome to the AMCP 2026 Expo!

Thank you for exhibiting with AMCP. These bulletins, sent to the primary exhibit contact, include important information to help you have a successful exhibiting experience.

We encourage you to share these with your team. They can subscribe to the list using the button at the bottom of this email to receive deadline reminders and tips.

Look for future editions to be sent periodically between now and the event. An archive of all bulletins will be [posted on our website](#).

Venue

Music City Center - Hall B

201 Rep. John Lewis Way South, Nashville, TN 37203

Expo Schedule

Exhibitor Move-in

Monday, April 13 8:00 am–5:00 pm

Tuesday, April 14 8:00 am–10:00 am

Expo Hours

Tuesday, April 14 11:00 am–6:30 pm

4:30 pm–6:30 pm (Opening Reception)**

Wednesday, April 15 9:30 am–2:30 pm

Exhibitor Move-out

Wednesday, April 15 2:30 pm–6:00 pm*

* *Booths must be cleared by 6:00 pm!*

** *Closing time has been extended from original schedule*

Exhibitor Service Kit Is Now Live

AMCP has partnered with Shepard Exposition Services as the official general service contractor for our national meetings.

Invitations to the online service kit have been emailed to all exhibiting companies. Exhibitors should log into the platform to order furniture, carpet, and request estimates for installation labor or shipping & material handling. Exhibitor-appointed contractors (EACs), if applicable, should be directed to create their own accounts.

To learn more about Shepard, please visit www.shepardes.com.

[Access the Service Kit](#)

Booth Profiles

Please be sure to update your online booth profile which displays your company information shown on the interactive [floor plan](#). Log into the exhibitor portal and click on your booth from the floorplan to update your profile.

Note: Company names changed after March 18 may not be reflected on the mobile app.

[Update My Booth Profile](#)

Exhibitor Resources

Wi-fi in the Expo Hall

Complimentary wi-fi will be offered event-wide, including the Expo Hall, for all attendees. Network name and password will be printed the back of every badge.

[Become the AMCP 2026 WiFi Sponsor](#)

Social Media Toolkit

A variety of customizable event-branded images are available for promotional use. [Visit the Toolkit page on the event site](#), click on downloadable PowerPoint file. Just add your profile picture or company's logo, and save the slide as a jpeg. Now you're ready to share it via social media. It's that simple!

Digital Door Drop-NEW!

Looking for a cost-effective alternative to traditional door drops? Introducing Digital Door Drop, AMCP's new opportunity for corporate members, sponsors, exhibitors, and satellite symposia to get their materials directly into the hands of registered attendees — without the hassle and waste of printing. [Learn more.](#)

[Exhibitor Resources](#)

Fraudulent Email & Phone Call Warning

Maritz is AMCP's official housing partner for AMCP 2026. Any other company claiming to represent AMCP to offer discounted room rates during AMCP 2026 is fraudulent. If you are contacted by a company that misrepresents itself as AMCP's housing partner, please contact us immediately at meetings@amcp.org.

Similar attempts have been made by companies falsely offering to sell attendee lists for marketing. AMCP does not sell or lease client e-mail addresses.

Official marketing opportunities to engage with AMCP members are available through:

- [AMCP 2026 Sponsorship Gallery](#)

A comprehensive list of official AMCP event service providers and partners is listed in the exhibitor service kit and our resources page.

Key Dates & Deadlines

MARCH

- MAR 13 Advance Shipment to Warehouse Opens
- MAR 16 Lead Retrieval (Maritz) – Advance Rate Ends
- MAR 16 Audio Visual (Freeman) – Advance Rate Ends
- MAR 18 Company Listings Due in [Exhibitor Portal](#)
- MAR 20 Exhibitor Service Kit (Shepard) – Advance Rate Ends**
- MAR 22 Hotel Reservations Close (Maritz)
- MAR 29 Utilities & Internet (Music City Center) -- Advance Rate Ends
- MAR 30 Mobile App Goes Live to Attendees

**Shipments before this date may be returned!*

Your Exhibits Support Team

We are looking forward to greeting you in Nashville. Don't hesitate to reach us with any questions or concerns.



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Should another member of your team receive the Exhibitor Bulletin?

Forward this email to your colleagues and ask them to subscribe by clicking the button below and filling out the short form. The next Exhibitor Bulletin will be delivered straight to their inbox!

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