



LEADING WITH **SCIENCE.**
ADVANCING WITH **CARE.**
Saturday, February 10 – Wednesday, February 14
National Harbor, MD (near DC) | #SMFM24

REGISTER



SMFM 2024 Exhibitor Annual Meeting FAQ'S

Q: What are the Exhibit Dates and Times?

Monday, February 12, 6:00 pm - 8:00 pm (opening reception with Exhibitors)

Tuesday, February 13, 10:30 am - 8:00 pm

Tuesday, February 13, 6:00 pm - 8:00 pm (networking with a twist on the exhibit floor-Mardi Gras Style)

Wednesday, February 14, 8:00 am - 10:00 am

Q: Can Exhibitors attend the Scientific Sessions?

A: Yes. Two exhibitor registrations per 100 square feet of space, which allows entrance to the meeting's scientific sessions, forums, opening reception, and the exhibit hall during all set-up, dismantle, and regular show hours. There are additional ticketed sessions (post graduate courses, luncheon roundtables that will require an additional fee).

Q: What is the Exhibit Installation Date and Time?

A: Monday, February 12, 8:00 am- 5:00 pm

Q: What is the Exhibit Dismantle Date and Time?

A: Wednesday, February 14, 10:00 am- 2:00 pm

Q: Where can I find the prospectus?

A: 2024 Prospectus can be found [here](#).

Q: I am interested in being part of the Career Fair only.

A: We accept non-exhibitors to be part of the Career Fair at a price of \$1500 per table plus the cost of registration for the number of attendees that would be attending the Career Fair to represent your organization.

A: See the registration costs here: [Pricing Sheet 2024.pdf](#)

Q: Can I share my Cadmium credentials with a colleague?

A: Yes, you can, the Cadmium system only allows for one main contact from each company so sharing your Cadmium log in with your colleagues is the best option should you be working with more than one person at the annual meeting.

Q: How do I access the Cadmium online portal account after I have registered?

A: You can log in to your existing online account [HERE](#) to log in to your online account; enter your email address and password (key).

Q: What are the show colors?

A: The 2024 show colors are Mustard, Fuchsia and Teal

Q: Does electricity come with my booth?

A: No, electricity requests must be purchased through the Gaylord, please see the Exhibitor Service Manual.

Q: What traffic volume can I expect at my exhibit booth?

A: The Pregnancy Meeting makes a concerted effort to drive traffic into the Exhibit Hall by offering dedicated Exhibit Hall hours, (2) reception and posters on in the Exhibit Hall, breaks with Beverages in the Exhibit Hall, photobooth, relaxing break corner, interactive contests, and more. We can offer no guarantee with regard to traffic to your booth, but your company can take advantage of sponsorships to help out with traffic.

Q: Will the annual meeting be distributing attendee contact information before or after the show?

A: Exhibitors are offered a pre- or post-mailing list (upon request) that will include addresses only, SMFM does not share emails or phone numbers. **SMFM is the only place where you can get mailing lists.**

DISCLAIMER- The SMFM Annual Meeting does not sell, rent, or distribute our attendee list at any time. If you are contacted by a third-party representative offering an Annual Meeting contact list, please be advised that they are not affiliated with SMFM and that the list is not legitimate.

Q: When will the kit be available?

A: The online Kit will be sent out via email to registered exhibitors and be available on our website at least 60 days prior to the conference. Please look for the service kit on the SMFM annual meeting website, www.smfm.org/2024

Q: Where and when do I check in?

A: Exhibitor registration will be located in the National Harbor Lobby/Foyer. Please pick up your badge before going to the exhibit hall on the lower level as a badge is required to enter the hall at all times.

Q: How do I purchase additional badges if I am already registered to exhibit?

A: Additional exhibitor booth/attendee badges will be \$300 each, which can be purchased in the Cadmium portal.

Q: Is Wi-Fi provided in the exhibit hall?

A: There is basic Wi-Fi available in the Exhibitor Hall. We strongly encourage you to bring a Wi-Fi and/or MiFi Hotspot device or you can order Wi-Fi from the Gaylord.

Q: Can we serve food at our booth?

A: Yes, you can serve food in your booth, and it is strongly encouraged. Catering must be ordered directly through the Gaylord and can be found in the Exhibitor Service Kit.

Q: Do I need to provide a certificate of liability insurance and what information would i need to include?

A: Yes, a certificate of liability insurance is a required document that you will need to provide in the Cadmium portal, if your booth is 400 square feet or larger.

Q: Is there a cancellation deadline and fee?

A: The deadline to cancel your booth without penalty was November 17, 2023 any cancellations after that date will be at 100% cancellation fee.

Q: How do I update my organization's information for the final conference app, including company name, company description, company website?

A: You can update your organization's information in your online account which will transfer over to the conference app.

- Click [HERE](#) to log in to your Online Account
- Select Dashboard on the top-left or right.
- Under Account Contact select Exhibitor/Sponsor Information
- Update any desired information and select option.

If at any time you have questions or concerns regarding your experience with the Pregnancy Meeting or our contracted conference affiliates, please contact:

Tracy Hall, thall@smfm.org

Q: What are the locations of future Annual Meetings?

- February 10 – 15, 2024 Gaylord National Harbor | National Harbor, MD
- January 27 - February 1, 2025 - Gaylord Rockies | Aurora, Colorado
- February 8 - 13, 2026 - Caesars Forum | Las Vegas, Nevada

Q. WHAT BOOTH OPTIONS ARE AVAILABLE?

Please see our General Information page for specific booth pricing. This year we are offering 5 booth options/pricing.

Please click here to see booth costs and pricing: [Exhibitor & Sponsorship \(eventscribe.net\)](#)

Q. HOW DO I KNOW IF A BOOTH IS STILL AVAILABLE?

The Exhibit Hall Floor Plan is available [HERE](#) and is real-time to reflect availability. Once you are on the floor plan just hover over a booth so view if that specific booth is sold or available, there is also a colored legend to help out to show which booths are available.

Q. WHAT COMES WITH THE BOOTH?

Please see the following link for booth benefits: [Exhibitor & Sponsorship \(eventscribe.net\)](#)

Q. WHAT SPONSORSHIP AND ADVERTISING OPTIONS ARE AVAILABLE FOR THE Pregnancy Meeting?

A: [2024 SMFM New Exhibit Hall Sponsorships 12-14.pdf](#)

A: [2024 Digital Sponsorships for SMFM FINAL.pdf](#)

A: [2024 SMFM LED Sponsorship - Partners 12-12.pdf](#)

Q: How do I purchase additional sponsorships if I am already registered for other items and/or to exhibit?

- -Click [HERE](#) to log in to your Cadmium Account with your email and Password (key)
- -From your Dashboard scroll down and look for Sponsorship Opportunities (Click)
- All sponsorships will be listed, look for your desired sponsorship (click that sponsorship)
- -Complete your purchase by selecting NEXT on the bottom right, that will bring you the payment page

Q. HOW CAN I PROMOTE MY COMPANY?

You can promote your company within your exhibit booth space or at any events your organization is sponsoring at the Pregnancy Meeting. Please note that there is a fine of \$250 for any flyers or marketing materials distributed outside of your paid exhibit booth or secured sponsorship on all conference facility premises. Should SMFM find flyers around the Gaylord a \$250 charge will be added to your account.

Q. What type of professionals will attend the conference?

A: Please view page 5 of the prospectus.

[SMFM 2024 Exhibitor Prospectus - FINAL 81.pdf \(eventscribe.com\)](#)

Q: How can I best promote my products and services?

A: Here are some ideas. We are happy to help in any way we can.

- Encourage all of your clients and potential clients to visit your booth.
- Update your company description by December 1 in the Cadmium Portal, that way it will appear in the conference app as well as the printed program book.
- Take out and Ad in the printed program book.

Q: Who do I contact if I am interested in exhibiting?

Please contact:

Kasey R. McNeil, CEM, HMCC

Senior Director of Meetings and Corporate Partnerships

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