



Orientation Conference,  
Municipal Leadership  
Institute and CMO  
Graduation Ceremony

**October 27 – 29, 2020**

Renaissance Montgomery Hotel  
& Spa at the Convention Center

# **MUNICIPAL MARKETPLACE**

**OCTOBER 27-28, 2020**

**AT THE**

**RENAISSANCE MONTGOMERY HOTEL AND  
CONVENTION CENTER**

**201 TALLAPOOSA STREET  
MONTGOMERY, AL 36104**

# ALM EXHIBITOR KIT

## 2020 ALM MUNICIPAL MARKETPLACE

### EXHIBITING AT THE 2020 ALM MUNICIPAL MARKETPLACE OFFERS YOUR COMPANY THE OPPORTUNITY TO:

- Promote your company to more than 900 municipal officials and personnel representing 200+ municipalities
- Connect with existing clients
- Reach potential customers
- Increase your brand recognition to municipal decision makers
- Generate a positive impact and show your commitment to support local government

### WHO ARE ALM ANNUAL CONVENTION ATTENDEES?

- Mayors
- Councilmembers
- Clerks
- Public Personnel Administrators
- City Attorneys
- City Managers
- City Administrators
- Finance Directors
- City / County Managers

### 2020 ALM MUNICIPAL MARKETPLACE DATE AND LOCATION:

**OCTOBER 27 AND OCTOBER 28, 2020**

Renaissance Montgomery Hotel and Convention Center  
201 Tallapoosa Street  
Montgomery, AL 36104

Show Manager: Cindy Price, Alabama League of Municipalities  
[cprice@almonline.org](mailto:cprice@almonline.org) or 334-262-2566

### 2020 ALM Attendees are looking to connect with companies providing these services:

- Accounting/Auditing
- Architects/Engineers
- Banners/Lighting
- Computer Science
- Debt Collection
- Energy/Environmental
- Financial Services
- Flags/Pins
- Fire Equipment & Trucks
- Heavy Equipment
- Insurance & Claims Services
- IT/Telecommunications
- Legal Services
- Landscape/Property Management
- Meters/Meter Reading
- Office Products/Furniture
- Ordinance Codification
- Parks/Recreation
- Payment Processing
- Recycling/Waste Management
- Resource Providers
- Street Sweeping/Mowers
- Tourism/Hospitality
- Traffic Safety

# STILL NOT SURE 2020 ALM MARKETPLACE IS THE RIGHT FIT FOR YOUR COMPANY?

The ALM MUNICIPAL MARKETPLACE will celebrate over 43 years in 2020 and consistently has a high vendor retention rate year to year. Take a look at who exhibited at the 2019 show in Mobile, AL. It's a good bet that if you do business with municipal entities, your competition was in Mobile and will be back again in Montgomery!

Advanced Disposal Services Alabama 811 Alabama Association of Regional Councils Alabama Attorney General's Office Alabama Bicentennial Commission Alabama Board for Registration of Architects Alabama Board of Licensure for Professional Engineers and Land Surveyors Alabama Clean Fuels Coalition Alabama Correctional Industries Alabama Council of The American Institute of Architects Alabama Department of Agriculture & Industries Alabama Department of Archives and History Alabama Department of Economic and Community Affairs Alabama Department of Environmental Management (ADEM) Alabama Department of Revenue - Sales & Use Tax Division Alabama Emergency Management Agency (AEMA) Alabama Manufactured Housing Association Alabama Mountain Lakes Tourist Association Alabama Municipal Insurance Corporation Alabama Municipal Revenue Officers Association Alabama Plumbers & Gas Fitters Examining Board	Alabama Power Company Alabama Recreation and Parks Association Alabama Tourism Department Alabama Urban Forestry Association/Green Industry Web Portal AlabamaRetire Deferred Compensation Plan (Empower Retirement) Alden Systems American Fidelity AMIC/MWCF Loss Control AMWASTE Arrow Disposal Service, Inc. ARSEA/APEAL AT&T Alabama AUC Group Avenu Insights & Analytics BancorpSouth Equipment Finance Bandit Industries, Inc. Birmingham Freightliner Alabama Emergency Vehicles Bradford Health Services Charter Communications Civil Southeast, LLC CMH Architects, Inc. Corrective Asphalt Materials, LLC Croy Engineering CSA Software Solutions Cyclone Lighting DataMax Corporation Dewberry Dixie Decorations, Inc. Energy Systems Group Forte Payment Systems Fortiline Waterworks Game Day Athletic Surfaces Giffen Recreation Co., Inc. Goodwyn, Mills and Cawood, Inc. GovDeals, Inc. Government and Economic Development Institute Auburn University	GovPayNet Grasshopper Company Great Southern Recreation Hammill Recreation, LLC Harris Local Government HdL Companies Highland Technical Services, Inc. InCare Technologies Ingram Equipment ITS (Information Transport Solutions, Inc.) J.A. Dawson & Co. Jackson Thornton Jacksonville State University's Center for Economic Development & Business Research Johnson Controls Jubilee Decor, LLC K&K Systems, Inc. KOMPAN Playgrounds KORKAT LaBella Local Government Health Insurance Board Main Street Energy Master Meter, Inc. Mauldin & Jenkins, LLC McKee & Associates Architecture and Interior Design Morell Engineering Municipal Intercept Services (MIS) Municipal Revenue Service Municipal Workers Compensation Fund (MWCF) Municode/Municipal Code Musco Sports Lighting NAFECO National Water Services, LLC NLC Service Line Warranty Program OnSolve Outdoor Aluminum, Inc. Playworld Preferred, Inc.	Poly, Inc. Provident PUBLIQ Software RA-LIN Raymond James Recreational Concepts Regions Bank Republic Services Retail Strategies Retirement Systems of Alabama Rowe Engineering & Surveying, Inc. Sain Associates, Inc. Sansom Equipment Co., Inc. Santek Waste Services SealMaster/Alabama Sensys Gatso Group SESCO Lighting Shumaker Tech Group Sophicity Southeast Cement Promotion Association Southern Engineering Solutions, Inc. Specification Rubber Products, Inc. State Auditor of Alabama SUEZ Advanced Solutions Sunbelt Fire, Inc. Sweeping Corporation of America, Inc. Tank Pro, Inc. The Alabama Advantage for New Alabamians The Kelley Group, LLC The Nine Thompson Tractor Co., Inc. Twin States Recreation, LLC U.S. Bank U.S. Census Bureau USDA Rural Development VC3, Inc. Vortex Aquatic Structures International. Waste Pro
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# GENERAL SHOW INFORMATION

ALM 2020 Orientation and Municipal Leadership Conference & Expo October 27-28  
 Montgomery, Alabama  
 Renaissance Montgomery Hotel and Convention Center

## MUNICIPAL MARKETPLACE SCHEDULE: *schedule is subject to change. Visit [www.almonline.org](http://www.almonline.org) for updates.*

### TUESDAY, OCTOBER 27

2:30 p.m. – 4:30 p.m.	Equipment (Pre-approval required) and 10' x 10' exhibit space vendor move-in.
4:30 p.m.	Exhibitor move-in ends. Entrance Door Closed.
5:30 p.m. – 7:00 p.m.	Municipal Marketplace open

### WEDNESDAY, OCTOBER 28

7:45 a.m. – 8:00 a.m.	Exhibitors arrive for Marketplace open at 8:00 a.m.
8:00 a.m. – 3:30 p.m.	Municipal Marketplace open
3:30 p.m.	Exhibitor breakdown and move-out

## MUNICIPAL MARKETPLACE SPECIAL EVENTS:

### TUESDAY, OCTOBER 27

5:30 p.m. – 7:00 p.m.	Municipal Marketplace Showcase and Reception
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### WEDNESDAY, OCTOBER 28

8:00 a.m. – 9:50 a.m.	Coffee with the Exhibitors
11:45 a.m. – 1:15 p.m.	Box Lunch with Exhibitors (Vendors get box lunch early)
3:00 a.m. – 3:30 p.m.	Ice Cream Social
3:30 p.m.	Exhibitor Breakdown

## WHAT'S INCLUDED WITH YOUR BOOTH?

- Each **10' x 10'** exhibit space includes pipe and drape (hunter green/bright white), 6' topped and skirted table, two side chairs, wastebasket, company identification sign, printed registrant list and two (2) name badges.
- Additional representative name badges may be purchased for \$125 each.
- Tuesday evening reception and Wednesday's box lunch and Ice Cream Social in the Municipal Marketplace.
- Company listing in conference materials/signage, on signage and on the ALM 2020 App. exhibitor registration must be received no later than October 9 to be included in any printed conference materials.

## 2020 EXHIBIT SPACE RATES:

EXHIBIT DIMENSIONS	PRICING
10' X 10'	\$ 1,000

**HOW DO I REGISTER FOR AN EXHIBIT SPACE?** Visit [www.almonline.org](http://www.almonline.org) for online exhibitor registration and interactive floor plan. See what space is currently available, where competition is located and view a listing of all registered vendors. Contact **Cindy Price**, at **334-262-2566** or via email at [cprice@almonline.org](mailto:cprice@almonline.org) for further information.

*As per the signed Contract, all exhibitors must remain fully assembled until 3:30 p.m., Wednesday, October 28<sup>th</sup>. Early packing nor breakdown is permitted. This is a safety issue since there are still attendees in the Hall. The League takes this safety issue very seriously and removes violators from future conference invitations. Any vendor who breaks down early may be fined \$1,000 and may not be allowed to exhibit in future League shows. All exhibitors must breakdown removing materials and equipment immediately follow the close of the show. The Alabama League of Municipalities, Renaissance Montgomery Hotel and Conference Center and Veal Convention Services are not responsible for any items left behind by exhibitors.*

### **Vehicle Unloading and Parking**

Exhibitors should access the unloading area at Exhibit Hall C using the information which will be emailed to the administration contact on the exhibitor registration prior to the show. These procedures are designed to maintain safety and allow for a well-organized and smooth set up day. This area may experience some back up, so we ask for your patience. Please keep this in mind when you arrive. **The loading dock doors will close at 4:30 p.m. on Tuesday afternoon. Once vendors unload, parking is available nearby.**

### **Beverages and Food Items**

Alcoholic beverages, non-alcoholic beverages and/or food **may not** be brought into the Coleman Coliseum. Any food sampling **must** be a direct component of your business and must be approved prior to show start. You may bring small treats for yourself or attendees. We do ask that if you have any food items in your booth area please make sure your space remains tidy during all Municipal Marketplace hours.

### **Booth Exhibitor Restrictions**

Height: Nothing can be displayed higher than the 8' backdrop drape, without prior approval; Overhead: No canopies or tents of any kind are permitted in the booth areas; Balloons are not permitted in the Municipal Marketplace.

### **Construction and Placement of Signs and Banners**

All exhibit signs must be freestanding or floor-type signs. No signs, banners, plaques, pennants, etc. can be hung from the ceiling, walls or perimeter drapes. All signs must be professionally manufactured and have a finished surface on all edges and sides. Signs cannot block the view of other exhibitors.

### **Equipment and Vehicle Displays or Storage**

**IMPORTANT!** You must have pre-approved to display in this area. Contact Cindy Price if your company wants to display equipment.

### **Fire Regulations**

Exhibitors must comply with all federal, state, and local fire codes which apply to places of public assembly under the International Fire Code 2012. All curtains, bunting, draping, etc., of any kind must be flameproof. Special care should be taken not to block or obstruct any fire hose or fire extinguisher cabinets, fire pull boxes or entrances and exits within the Coleman Coliseum.

### **Licensing**

All exhibitors must be licensed to do business in the State of Alabama. The Alabama League of Municipalities does not secure a retail sales license for this event therefore **direct selling from the Show Floor is not permitted.**

### **Liability**

**Proof of general liability coverage with a loss limit of at least one million dollars per occurrence is required.**

**INSURANCE** Exhibitors shall provide proof of general liability insurance naming the Alabama League of Municipalities (ALM) as an additional insured covering the dates of the event. Proof of such insurance shall be submitted to ALM within ten (10)

business days of executing this contract. Such insurance shall have a combined single limit of not less than \$1,000,000 (one million dollars) for bodily injury and property damage. Receipt of the certificate of insurance is required before arriving onsite for the show. It is kept on file with your exhibitor registration. Contact Cindy Price via email [cprice@almonline.org](mailto:cprice@almonline.org) or 334-262-2566.

### **Care of Exhibit Space**

Each exhibitor is entirely responsible for the space allotted him through his contract. Each exhibitor agrees to reimburse the Renaissance Montgomery Hotel and Convention Center for any damage to the floors, ceilings or walls within his contracted area. Decorations, signs, banners and streamers may not be attached, taped, nailed or otherwise fastened to any ceiling, window, painted surface or wall of the Renaissance Montgomery Hotel and Convention Center. Under **NO** circumstances are helium balloons to be given away or permitted to be used in the Renaissance Montgomery Hotel and Convention Center. Any cost incurred for the use or removal of these items will be charged to the exhibitor. The Renaissance Montgomery Hotel and Convention Center assumes no liability or responsibility for any loss or theft. Therefore, it is the exhibitor's responsibility to provide their own insurance coverage for vehicles, exhibits, materials and so forth.

### **No Smoking Policy**

The Renaissance Montgomery Hotel and Convention Center is a non-smoking facility.

### **Security**

Security is provided in the Municipal Marketplace Tuesday, October 27<sup>th</sup> at 7:00 p.m. through Wednesday, October 28<sup>th</sup> at 7:30 a.m. The Alabama League of Municipalities, the Renaissance Montgomery Hotel and Convention Center will take reasonable caution to protect exhibitors against damages or loss during the show. However, the Alabama League of Municipalities, the Renaissance Montgomery Hotel and Convention Center and Veal Convention Services assume no liability for damage, destruction, loss or theft or exhibitor property.

### **Electrical Services**

Electrical is available for all booths. 120V outlet – up to 20 amps. See specific pricing when completing exhibit registration. Electrical services should be evaluated and ordered pre-show. Onsite electrical will be at a higher rate. Any exhibitor needing to order electrical services should do so when completing the online exhibitor registration or by notifying Cindy Price, Show Manager, in writing via email at [cprice@almonline.org](mailto:cprice@almonline.org) prior to October 16, 2020.

### **Name Badges**

Exhibitor badges may be used for the sessions but there is to be absolutely no soliciting. Sessions are educational and are not to be used as an avenue to distribute literature or do any marketing. Exhibitors are invited to attend sessions but may not make direct contact regarding their products and services outside the Municipal Marketplace (this includes announcements, unsolicited conversations regarding their business and distribution of promotional materials). Name badges must be worn at all times while in the Municipal Marketplace or educational sessions. Badges provide admission to all non-ticketed events. **Exhibitor Registration opens at 2:30 p.m. – 4:30 p.m. on Tuesday, October 27 (move-in day).** Any member of your staff may take incorrect badge(s) to the counter and have them corrected or reissued in another name. There is no fee for this. If a staff member will not be attending for the duration of the Municipal Marketplace, they may give their badge to another staff member from their company. Simply take the badge to the Exhibitor Registration counter and they will reprint the badge with the replacement name. **You must have the badge with you to avoid being charged.**

VIEW A FULL LISTING OF FACTS, ANSWERS AND QUESTIONS [www.almonline.org](http://www.almonline.org)

**END OF EXHIBITOR KIT**