



JOIN THE LEAGUE IN
HUNTSVILLE

MAY 12 – 15, 2021

**CONVENTION and EXPO
VON BRAUN CENTER**

MUNICIPAL MARKETPLACE

May 13 - 14, 2021

AT THE

VON BRAUN CENTER

700 MONROE STREET SW

HUNTSVILLE, AL 35801

ALM EXHIBITOR KIT

2021 ALM MUNICIPAL MARKETPLACE

EXHIBITING AT THE 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

ALM MUNICIPAL MARKETPLACE DATE AND LOCATION:

MAY 13-14, 2021

Von Braun Center
700 Monroe Street SW
Huntsville, AL 35801

Show Manager: Cindy Price, cprice@almonline.org or 334-262-2566

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 ALM MARKETPLACE IS THE RIGHT FIT FOR YOUR COMPANY?

The ALM MUNICIPAL MARKETPLACE will celebrate over 45 years in 2021 and consistently has a high vendor retention rate year to year. Take a look at who exhibited at the last expo. It's a good bet that if you do business with municipal entities, your competition was there will be back this year!

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

GENERAL SHOW INFORMATION

ALM 2021 Annual Convention and Expo
 May 13-14, 2021
 Von Braun Center, Huntsville, AL

MUNICIPAL MARKETPLACE SCHEDULE: *schedule is subject to change. Visit www.almonline.org for updates.*

THURSDAY, MAY 13, 2021

1:30 p.m. – 2:00 p.m.	Equipment Move-In (Pre-approval required)
2:00 p.m. - 4:00 p.m.	Exhibitors move-in. Entrance Door Closed at 4 p.m.
5:00 p.m. – 7:00 p.m.	Municipal Marketplace open

FRIDAY, MAY 14, 2021

7:45 a.m.	Exhibitors arrive for Marketplace open at 8:00 a.m.
8:00 a.m. – 11:00 a.m.	Municipal Marketplace open
11:00 a.m.	Exhibitor breakdown and move-out

MUNICIPAL MARKETPLACE SPECIAL EVENTS:

THURSDAY, MAY 13, 2021

5:00 p.m. – 7:00 p.m.	Municipal Marketplace Showcase and Reception
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FRIDAY, MAY 14, 2021

8:00 a.m. – 11:00 a.m.	Marketplace open to attendees
8:00 a.m. – 9:00 a.m.	Breakfast with the Exhibitors
10:30 a.m. – 11:00 a.m.	Break Service in Marketplace
11:00 a.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 \$150 each.
- Thursday evening reception and Friday's Breakfast and Break Service in the Municipal Marketplace.

2021 EXHIBIT SPACE RATES:

EXHIBIT DIMENSIONS	PRICING
10' X 10'	\$ 1,000
20' x 42'	\$ 3,000

HOW DO I REGISTER FOR AN EXHIBIT SPACE? Visit 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** for further information.

As per the signed Contract, all exhibitors must remain fully assembled until 11:00 a.m., Friday, May 14th. 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, the Von Braun 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 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 4:00 p.m. on Thursday. 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 expo hall. 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 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 Von Braun 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 Von Braun Center. Under **NO** circumstances are helium balloons to be given away or permitted to be used in the Von Braun Center. Any cost incurred for the use or removal of these items will be charged to the exhibitor. The Von Braun 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 Von Braun Center is a non-smoking facility.

Security

Security is provided in the Municipal Marketplace Thursday, May 13th at 7:00 p.m. through Friday, May 14th at 7:45 a.m. The Alabama League of Municipalities, the Von Braun Center will take reasonable caution to protect exhibitors against damages or loss during the show. However, the Alabama League of Municipalities, the Von Braun 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 prior to April 23, 2021.

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 2:00 p.m. – 4:00 p.m. on Thursday, May 13th (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 the additional representation name badge fee.**

VIEW A FULL LISTING OF FACTS, ANSWERS AND QUESTIONS www.almonline.org

END OF EXHIBITOR KIT