

2018 AIA Montana Annual Fall Conference

“Design, work, live 2018”

Call for Sponsors, Vendors and Presentation

Insights from Medical Research, Psychology, and Sociology are increasingly shaping our profession and designs. This year’s Conference highlights architects inspired by some of these insights. Our speakers will share how these findings affect their practice and designs reaching from social space at different scales, to innovative work and learning environments, and homes that truly recharge us.

A variety of exhibitors sharing current product and service information will be located at the conference center. All of which should provide insight and answers for Students, AIT’s, Architects and Firms as they take their own career paths in this amazing profession of ARCHITECTURE.

Dates: September 27-28, 2018
Where: Mansfield Convention Center
2 Park Drive South
Great Falls, Montana

Opportunities:

- Vendor/Exhibitor Booth
- Industry/Vendor Presentation
- Event Sponsorships

Vendor/Exhibitor Booth:

Reserve Space: Visit www.aiamtregistration.org – login as new Vendor – you are new for the 2017 Fall Conference. The price per booth is \$750.00 – due upon approval of space request with payment option by credit card or by check.

Booth Spaces: Spaces are on a first come – first served - see attached map (page 3) for booth layout.

Setup: Mansfield Center (2 Park Drive South) Great Falls, Montana – as reserved.
Thursday – September 27, 2018 from 2:00 pm to 7:00 pm
K & J Convention Services will provide pipe and drape.

Show: All day Friday – September 28, 2018 beginning at 7:30 am.

Breakdown: Immediately following the last afternoon break.

OTHER VALUES: Each vendor space includes a conference registration for two representatives, 6’ skirted table, 2 chairs and electrical – hotel has free WIFI. Additional representatives for your space will cost \$100 each. Upon receipt of payment, your company will be listed as an exhibitor on the AIA Montana Fall Conference, featured on all materials advertising the Fall Conference to members and others, listed in program (provided space is purchased prior to program publishing date of September 14, 2018 and listing in AIA Montana Newsletter when timely. A complete list of all conference attendees will be supplied to each space. This list will be made available electronically upon request to aia@assoc-mgt.com.

HOTEL ROOM RESERVATIONS: A block of rooms have been reserved at the following 2 hotels:

- LaQuinta Inns & Suites: Rates range from \$89 plus tax. Group ID is “AIA Montana”. To make reservations call 1-406-761-2600. Block will close on September 5, 2018. (This is a 6 minute walk to the Mansfield.)

- Staybridge Suites: Rates range from \$129 plus tax. Group “**AIA MT Chapter**”. To make reservations call 1-406-761-4903 or 1-800-439-4745 or link to:
[AIA Reservations at Staybridge Suites](#)

Block will close when there is no availability. (This is a 15 minute walk to the Mansfield.) Vendors and presenters are welcome to take advantage of these rooms at either of these properties.

Industry/Vendor Presentation:

A limited number of slots for industry/vendor presentations have been created within the 2018 AIA Montana Fall Conference schedule. 1) Each of these slots are 60 minutes in length; 2) will not run concurrently with any other speakers or conference events; and 3) will be scheduled sometime on Thursday – September 27 beginning at 1:00 pm through Friday – September 28 ending at 4:30 pm.

To be eligible to present, a short presentation proposal will be need to be submitted on-line by June 15, 2018. Proposals will be reviewed by the Conference Chair and all will be notified on July 1 as to the outcome: Declined or Approved to Present with a presentation date and time.

Presentation will be evaluated on the following criteria:

- Support of Conference Theme
- Educational Value – cannot be commercial.
- Approved AIA providers will be given preference but not required.
- Presentation must be approved or be able to be approved for 1 – Health/Safety/Welfare AIA Learning Unit.
- Agree to the following pricing: 1) With paid vendor booth space – cost is an additional \$100.00 or 2) Without an approved vendor space – cost is \$300 (no conference registration will be extended to Industry/Vendor presenter without a Vendor Booth Space). No travel or presentation expenses will be paid by AIA Montana.
- Other Values: Opportunity to present to all delegates attending the conference, a list of attendees, listing as a presenter on all materials, website and in program for the conference.

To submit a presentation proposal visit www.aiamtregistration.org – login as new Industry/Vendor presenter for the 2018 Fall Conference.

Review of Dates:

Presentation Proposals – Due June 15, 2018

Review of Proposals – June 16-June 30, 2018 by Conference Chair

Proposal Outcomes – Declined or Approved on July 1, 2018

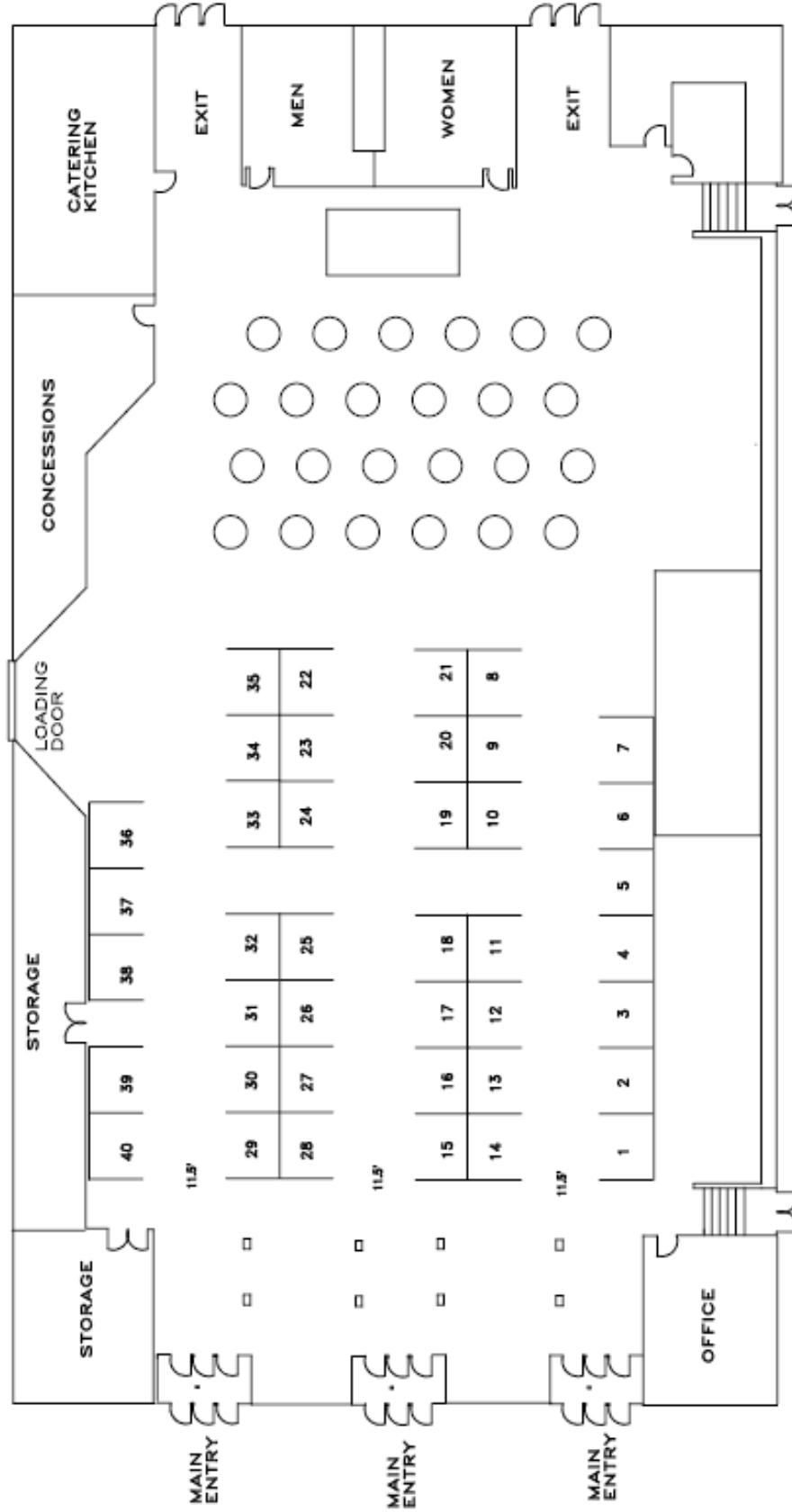
Event Sponsorships:

There are a few events at the conference that are available for sponsorship. This include in-part underwriting 1) the General Membership Lunch on Thursday, 2) a Thursday evening awards banquet reception; 3) the coach services to and from banqueton Thursday evening; the and/or 4) 2 breaks.

Please contact Connie at AIA Montana if you are interested in exploring any of these opportunities: 406-259-7300 or aia@assoc-mgt.com

Floor Plan

Great Falls Civic Center Convention Center



Floorplan Prepared By:
K&J Convention Services
www.kjconventions.com
 406/442-3238

All Booths 10'wx8'd