



INCOMPAS Exhibitor Newsletter – September

Thank you for exhibiting with us at the 2024 INCOMPAS Show, hosted at the Sheraton Denver Downtown in Denver, CO. Please read this newsletter carefully and pass it on to any members of your team who would benefit from this information.

Upcoming Deadlines

ORDER FORM	DEADLINE DATE
Willwork Artwork Submission Deadline	September 12, 2024
Advance Warehouse Shipping Begins	September 16, 2024
Hotel Reservation Cut Off Date	September 20, 2024
Willwork Artwork Rush Fee Deadline #1	September 26, 2024
Willwork Additional Furnishings Discount Deadline	October 4, 2024
Lead Retrieval Advance Rate Deadline	October 6, 2024

Housing – Overflow Hotels

If the Sheraton Denver Downtown hotel is sold out, **please book your room at the following nearby hotels** with our special group rate. All reservations must be made before **September 29, 2024**, to receive the INCOMPAS Show noted below. Please note that rooms are subject to availability and may sell out prior to that date.

- [Hyatt Place Denver Downtown](#)
 - \$242/night plus tax
- [Sonesta Denver Downtown](#)
 - \$249/night plus tax
- [Slate Hotel Denver by Hilton](#)
 - \$259/night plus tax

Shipping Information

We highly recommend shipping to the **advance warehouse** at the below address:

Company Name / Meeting Space
 INCOMPAS SHOW 2024
 ABF Freight c/o Willwork Global Event Services
 5871 N Broadway
 Denver, CO 80216

NOTE: Your shipment must arrive between **Monday, September 16 and Wednesday, October 16**. Please reference the Shipping Instructions (pg. 16) and Shipping Labels (pg. 22) in the [Exhibitor Services Kit](#).

Floor Plan & Schedule

Please click [HERE](#) to view the INCOMPAS Show online floor plan. You may also view our Schedule-at-a-Glance [HERE](#).

[Exhibitor Services Manual](#)

Click [HERE](#) to access the online Exhibitor Services Manual. Willwork is the official decorator of this event. All other official vendors are listed within this manual.

[Sponsorship](#)

Want to get even more exposure at INCOMPAS? View our prospectus [HERE](#) for numerous sponsorship opportunities! Below are some **NEW!** exciting opportunities we're offering this year:

- **Hotel Front Desk** – \$15,000
- **Escalator Wraps** – \$12,500
- **Mobile App** – \$10,000
- **LED Wall Ads** – \$5,000

If you have any questions or are interested in purchasing a sponsorship, please fill out the [contract](#) or reach out to Sky Wang at swang@incompas.org.

[Lead Retrieval](#)

Lead retrieval devices can be ordered for the 2024 INCOMPAS Show by clicking [HERE](#). To receive advanced pricing, orders must be placed before **Sunday, October 6**. If you have any questions, please contact itevents@smithbucklin.com.

[Marketing Kit](#)

Tell your customers that you are an exhibitor/sponsor at the 2024 INCOMPAS Show using our [INCOMPAS Marketing Kit](#), to access emails, graphics and more!

[Questions?](#)

Visit our [Exhibitor Resources Page](#) on our [website](#)!

INCOMPAS Exhibits & Sponsorships Team