ISAR 2020 Trade Show
September 10 - 13, 2020

Location:
Westin Hotel
10600 Westminster Blvd
Westminster, CO 80020
(303) 410-5000

Book your hotel room early using the link on the conference website. The link will be available after September 28, 2019. The ISAR Conference rate is $150 per night plus state and local taxes. **FREE Parking at the hotel.**

Fly into **Denver International Airport (DEN).** Transportation to hotel (30 miles from airport): **Uber and Lyft** offer best rates during non-peak times
**Supreme Shuttle**: (303) 463-3300 or info@supremeairportlimo.com (Gary)
**Super Shuttle**: supershuttle.com (download their app and get 10% off)

Multiple riders using Supreme Shuttle will get the best rate.
Vendors who want to explore ride sharing - contact trade show coordinator **Kathy Rose**: ISAR2020tradeshow@gmail.com. 757-630-0834
**Exhibitor Information**

**Show Hours and Dates:**
Thursday, September 10, 2020
9:15 am - 6:30 pm

Friday, September 11, 2020
8:30 am - 6:30 pm

Saturday, September 12, 2020
8:30 am - 6:00 pm

Sunday, September 13, 2020
8:30 am - 2:30 pm

**Who Can Exhibit:** Vendors with high quality astrological products, and also those with unique and interesting products.

**Exhibitor Move In:**
Wednesday, September 9, 2020
1:00 - 9:00 pm

Easy move in - unload at the docks on the north side of the hotel. Booths must be fully set up and move in complete for the open on Thursday 9/10/20 at 9:15 am.

**Exhibitor Move out:**
Sunday, September 13, 2020
Booths can be broken down and packing may begin at 2:30 pm.

**Trade Show Site:**
Westin Hotel
10600 Westminster Blvd
Westminster, CO. 80020
Ballroom sections 3 and 4
The show space has wonderful high ceilings and a full wall of windows on the North side - with doors to an outside terrace.

**Security:** Doors will be locked to the Trade Show at close every night. While every reasonable precaution will be taken to ensure the protection of all property, ISAR 2020 assumes no responsibility for the loss of possessions. We suggest you remove all laptops from the space each evening.

No one except exhibitors with name badges will be allowed into the space before opening hours. Vendor Badges must be worn at all time.

**Booth Types:**
Booths are 10 X 8, 10 X 10, 10 X 13, or 14 X 14 with black pipe and drape.

Backs will be 8’ tall and sides 3’ high.
Each booth will have one 6’ black skirted table, two chairs and a wastebasket included.
Basic wireless internet connection is included with your booth rental.

**Extra tables can be ordered for $10 each if order is placed before 9/1/20.**
Contact Kathy Rose:
ISAR2020tradeshow@gmail.com

**Special note:** Exhibitor banners, posters, grid displays, and other materials **must not** block the view of neighboring booths. No exhibit can be taller than 18” above the side rails.

**Booths MUST be staffed during Trade Show hours.**
**Exhibitor Fees:**

- 8’ X 10’ $450
- 10’ X 10’ $525
- 10’ X 13’ $650
- 14’ X 14’ $1000

**Tables:** $150 (organizations only)

*Org tables are 6’ long, draped and located just outside the Trade Show in the beautiful ballroom foyer.*
**Reserving Your Space:**
Complete the online application and select your booth. Once the transaction for payment has taken place, your booth is reserved.

If you have any questions, contact the trade show coordinator:

Kathy Rose  
ISAR2020tradeshow@gmail.com  
757-630-0834

**Booth Space Cancellation:**
Cancellations or reductions of booth space for any reason are subject to the following terms:

Cancellations received by July 1, 2020 are subject to a $100 cancellation fee.  
After July 1, 2020, no refund will be given unless a booth is resold by ISAR, then the payment less $100 cancellation fee will be refunded.

**Electricity** is $70 flat rate for the entire conference - with 25% service fee and tax added. Total for electricity is **$94.80**.

**Order Electricity in advance,** using the hotel exhibitor request form included in this kit. This is a separate charge billed by the Westin. Fill out the form and send it directly to the address on the exhibitor request form. **Basic wireless internet is included in your booth rental.**

**Shipping:**
Vendors can ship supplies directly to the hotel dock. You will see the handling fee from the hotel on the exhibitor request order form.

**Please note:** Shipments can be received at hotel only up to 3 days before the conference.

**Each box or pallet addressed as follows:**  
ISAR Trade Show (Sep 10 - 13, 2020)  
Your Name and Booth number  
c/o The Westin Westminster  
10600 Westminster Boulevard  
Westminster, CO 80020  
Box(es)_____ of _____  
(Multiple boxes must be numbered)

**If you ship to the hotel dock, your goods will be delivered directly to your booth.**

**Additional Information:**
Each booth will receive 2 complimentary lecture tickets per day as long as there is someone to attend the booth at all times during the Trade Show hours. Please note - this is 2 lecture tickets for the entire booth, not per person.