

Subject: IAADFS Summit of the Americas 2026 Exhibitor Newsletter #1 - Exhibitor Service Manual & Registration LIVE



Thank you for your support of the 2026 IAADFS Summit of the Americas. This event will be held March 28-31 at the Rosen Shingle Creek in Orlando, FL. In preparation for the show, please review the following notes and reminders.

[Exhibitor Services Manual](#)

The Exhibitor Services Manual is now live! **You can access the manual by clicking [here](#).**

This important document contains deadlines and details relative to your participation in March. You may order hard walls, carpet, electrical and more through the Exhibitor Services Manual. Note: **The hall is carpeted. You may choose booth flooring to complement your booth space.**

If you have not been on the Fern website before, you will need to create an account with a User ID and Password. If you have already completed this step and you are not able to log in, please call Fern at 800.774.1251 or email cbarton@fernexpo.com.

The Fern **early bird pricing deadline is March 6th, 2026**. Make sure to place any orders through Fern by this date in order to get the best pricing available. Remember to include your company name and booth number when completing the forms in the manual.

[Registration now LIVE](#)

Make sure to register your booth staff! Log-in credentials have been sent to the primary contact per your contract. Exhibitors get a base allotment of (3) badges for booking space, plus (1) for every 100 square feet of space booked. For example, a 10x10 exhibitor gets (4) total badges while a 10x20 exhibitor gets (5), 10x30 exhibitor gets (6), etc.

If you are in need of assistance with the registration process, you can contact our registration team at info@summitoftheamericas.org

Exhibitor Move-in

Friday, March 27: 8:00am – 8:00pm (EACs by appointment)
Saturday, March 28: 8:00am – 8:00pm

IAADFS Summit of the Americas 2026 Exhibit Hall Hours

Sunday, March 29: 10:00am – 6:30pm
Monday, March 30: 9:00am – 6:30pm
Tuesday, March 31: 9:00am – 12:00pm

Exhibitor Move-out

Tuesday, March 31: 12:00pm – 11:59pm
Wednesday, April 1: 8:00am – 12:00pm

Booth Space Payment

Please contact our Senior Sales Manager Sarah Appleton, sappleton@iaadfs.org if you have not yet received your booth confirmation and invoice. 50% of booth invoice is due by 12/05/2025. 100% of booth invoice due on 1/23/2026.

Exhibit Hall Floor Plan

You may view the current floor plan online [here](#).

Housing is Open

Click [here](#) to view the hotel with IAADFS housing block. Click [here](#) to arrange your hotel needs.

Beware of Scams: As an exhibitor at the IAADFS Summit of the Americas, you may be contacted by phone or email by outside housing pirates to secure hotel reservations for Summit 2026. These companies are not affiliated or working in partnership with IAADFS (even though they may claim as such), and reservations made through these companies for our conference cannot be guaranteed.

Exhibitor Cancellation Policy

As stated in the [2026 Exhibitor Rules & Regulations](#), cancellations must be made in writing (email is accepted). Any company cancelling after January 23rd, 2026, or later forfeits the entire booth rental fee.

Exhibitor Resources

Additional exhibitor resources can be found under the 'Exhibit/Sponsor' section of the IAADFS 2025 website located [here](#).

Sponsorship Opportunities

Don't forget to review our IAADFS 2026 Sponsorship [prospectus](#)! If you are interested in sponsoring please reach out directly to Sarah Appleton sappleton@iaadfs.org.

As always, please do not hesitate to contact us if you need anything prior to the show. Thank you for your support of IAADFS!

We look forward to seeing you in Orlando, FL!

Thank you,

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