

# ASSOCIATION OF AMERICAN LAW SCHOOLS 2023 ANNUAL MEETING

January 3-7, 2023

Marriott Marquis San Diego Marina

## FAQs

1. Is there a lead retrieval service for the meeting? *Yes, lead retrieval is being provided by ExpoLogic. An order form is attached and our contact is: Ms. Meshé Green (copied on this email), Implementation Specialist, CB Events/Expo Logic, email: [meshe.green@communitybrands.com](mailto:meshe.green@communitybrands.com)*
2. Does the booth come with a table and two chairs? *No, the booth does not have table and chairs. You may order furniture through Convention Handling Services (copied on this email), [info@conventionhandling.com](mailto:info@conventionhandling.com) Phone: 210-247-2691*
3. Are vendors allowed to provide a postcard or branded item in attendees' welcome bags? *No, we are not adding anything to the conference bags.*
4. Can people with exhibit-only passes attend the outdoor opening reception on Wednesday evening? *Yes, everyone is welcome to attend the opening reception, full registration as well as exhibit only.*
5. Will exhibitors receive an attendee list? *No, AALS has a policy against distributing the list of attendees. Please logon to the mobile app to see who is attending the meeting.*
6. Where and when do exhibitors set-up? *The exhibit hall is located in the Pacific Ballroom, First, Floor, North Tower in the Marriott Marquis San Diego Marina. Large exhibitors with three or more booths will start setting up Monday, January 2. Single-booth exhibitors will set up on Tuesday, January 3 from 7 am – 5 pm. Exhibits Open 6 – 8 pm.*
7. Where and when do exhibitors pickup their badges? *Pickup your badges in the Exhibit Hall which is in the Pacific Ballroom, First Floor, North Tower in the Marriott Marquis San Diego Marina.*
8. Is there WiFi in the exhibit hall? *Yes, per our contract with the Marriott, AALS receives complimentary WiFi throughout the meeting for all attendees, including exhibitors. The access code will be AALS2023.*

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9. Will there be a tied down meeting? *Yes We will have a couple of tie down meetings by Zoom. These are completely optional. Join if your schedule permits. You are welcome to participate in one or both. I'll provide final updates and try to respond to any last-minute questions*
- *Tue. Dec. 20 2:00 to 2:30 pm ET Topic: AALS Tie Down Meeting for Exhibitors & Sponsors*
  - <https://us02web.zoom.us/j/9031289224?pwd=NVPcMDVYaUxwL2E0TjdSbWUJiTnJ2dz09>
  - *Tue. Dec. 27 2:00 to 2:30 pm ET Topic: AALS Final Meeting for Exhibitor & Sponsors*
  - <https://us02web.zoom.us/j/9031289224?pwd=NVPcMDVYaUxwL2E0TjdSbWUJiTnJ2dz09>
10. Do I need insurance? *Yes, there is an insurance requirement. Please see the terms and conditions: <https://am.aals.org/terms-conditions/>*
11. How do I ship materials to the meeting? *Shipping instructions start on page 5 of the Convention Handling Service exhibitor service manual. You have two options in regard to sending your shipments. You can ship your freight in advance or you can ship it direct to show site. Shipments must be prepaid. Collect shipments will be refused. Our preferred carrier is Liberty, CFS. Call 905.338.3993 for a Quick Shipping Quote. Please use the shipping company even for small amounts of materials. This will ensure delivery straight to your booth so it won't get lost at the hotel.*
12. Is there a mobile app for the conference? *Yes, the mobile app is ready for download. Install "AALS Events" from your app store. Tap "Upcoming," then download 2023 AALS Annual Meeting. Sign in with the email used for your meeting registration. You will be able to see all sessions, events and other meeting information, including the names of those attending the meeting. This is a great tool to familiarize yourself with the meeting. Please note that we are continuing to make updates particularly to the exhibitor logos and those will come through as we make them.*

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13. Are there restrictions around Covid? *Please refer to our website for Covid protocols: <https://am.aals.org/covid19/>*
14. How do I order an electrical hookup for my booth? *Encore will provide Electrical / AV in the exhibit hall. If you wish to order electrical please use this link: [Encore EventNow | Audio Visual Solutions | Order Online \(encoreglobal.com\)](#)*
15. I received an email with an offer to purchase the attendee list? **These are unauthorized**. AALS does not sell its attendee list. Please delete and block these emails.