



Dear Exhibitor,

Welcome to **AAMI eXchange 2022**! We are so glad to welcome you back to our live event. Designed to be a user-friendly planning tool, this Exhibitor Services Manual contains all the information you will need to prepare your exhibit booth including general show information, rules and regulations, and order forms for services you will need during the event.

Please take time to review the manual carefully, taking note of important dates, deadlines, and responsibilities. Everyone responsible for planning and participating in the show, including any exhibitor appointed contractors and exhibitor staff members, should be forwarded a copy of the manual.

Also, please note the following for **AAMI eXchange 2022**:

1. **COVID-19 SAFETY:** For up-to-date information at eXchange22, please review AAMI's statement on [COVID Safety](#).
2. **BOOTH DESIGN APPROVAL:** Exhibitors occupying spaces equaling **400 square feet or larger** must submit detailed booth drawings, including dimensions, to AAMI for approval. Please refer to our **Exhibit Rules** as well as the **Booth Construction Guidelines** sections of this Exhibitor Service Kit to see detailed booth rules and regulations.

If you have any questions regarding the material in this manual, or regarding the exposition in general, please feel free to contact AAMI's show management team directly at eXchange@aami.org.

We are expecting a great show this year and wish you much success!

Sincerely,

AAMI eXchange Staff