

EXHIBITOR BADGE REGISTRATION and HOUSING INFORMATION

Registration and housing will open Monday, August 1. Your Company Profile password will be emailed to you by Maritz and is also the same as the password emailed to you in your exhibitor confirmation email.

Exhibitor Registration

- **Deadline: Friday, November 18, 12 PM (noon) PT**
- To avoid duplicate registrations, every registrant must have a unique email address. As the contact of record, you will not be able to use your email address to register, as you have in the past. You may enter your email address as a "cc" to receive a copy of the confirmation.
- Your exhibit fee includes an allotment of 4 complimentary exhibit hall-only badges for every 10'x10' booth space and 2 complimentary exhibit hall-only badges per nonprofit booth in the Epilepsy Resource Area. In addition, if your company reaches a qualifying level in the AES recognition system, any complimentary full meeting registrations (full session access, without CME credits + exhibit hall access) will be added in mid to late November.
- Once you have reached your allotment of complimentary exhibit hall-only badges, additional exhibit hall-only badges are available to purchase for \$75 each. Exhibit hall-only badges (whether purchased or complimentary, provide entry to the exhibit hall during set up, break down, and other allowed exhibitor hours).
- Exhibitors wishing to attend sessions will have the opportunity to purchase a full conference badge, with or without CME credits. Exhibitor Full Conference badges will also provide entry to the exhibit hall during set up, break down, and other allowed exhibitor hours.
- Exhibitor Full Conference, with or without CME, includes AES 2022 Digital Select access. Digital Select will provide on-demand access to selected education content, posters, and other content for 90 days following AES 2022. NOTE: Exhibit hall-only badges do not provide access to Digital Select.
- Exhibitors who are selected as poster presenters must purchase an Exhibitor Full Conference badge, with or without CME credits.
- Please advise any team members you are registering that each registrant must show their confirmation email and pick up their badge in person at any of the pre-registration counters in Nashville.
- Any AES member who is an employee of an exhibiting company has the option registering as a general attendee. Exhibitor employees who are members and who register as general attendees will be given Exhibit Hall access during the same off hours as those on your team who have Exhibit Hall-only badges. The attendee registration will suffice to provide Exhibit Hall access, and you will not need to use a registration from your complimentary allotment on that employee. AES recommends that you check with your employees in advance of your group registration to identify any employees who are AES members who may have already registered as a general attendee.

Individual Hotel Reservations

- **Deadline for new reservations: Friday, November 18, 12:00 PM (noon) PT**
- **Deadline to make changes: Friday, November 18, 12 PM (noon) PT**
- A one-night non-refundable deposit per room will be charged on or after Tuesday, November 22, 2022.
- Please contact Maritz Housing if you have questions at aesgroups@maritz.com.
- After Friday, November 25, contact your hotel directly with any changes.

Group Hotel Reservations

- **Deadline for new block requests: Monday, October 10**
- **Final Rooming lists due: Tuesday, October 18**
- If you are a new exhibitor and need to request a block of 10 rooms or more, please email AES Group Customer Service at aesgroups@maritz.com.
- Rooming lists for group reservations are due by Tuesday, October 18.
- A one-night non-refundable deposit per room will be charged on or after Tuesday, November 22, 2022.
- Please contact Maritz Housing if you have questions at aesgroups@maritz.com.
- After Friday, November 25, contact your hotel directly with any changes.

Everyone is encouraged to use the discounted hotel programs that have been arranged for you. Confirming your room using a preferred hotel allows AES to maintain consistent and competitive registration, exhibit space, and other service fees from year to year. A portion of the room rate at each hotel will be used to offset meeting expenses.

For more travel information please click [HERE](#).

Warning: Beware of Unauthorized Housing Companies

AES exhibitors have been targeted by **companies falsely claiming to provide registration and housing for our Annual Meeting**. AES works with Maritz to provide meeting registration and hotel reservation services for individuals, groups, and additional services for international attendees **Maritz is the only approved registration and hotel partner**.

Please check the source of any promotional emails you receive and do not register through any other third parties. Visit the official [2022 AES Annual Meeting website](#) for more information and report any suspicious emails to info@aesnet.org.

Specific housing concerns or questions should be directed to Maritz at aesgroups@maritz.com.