



**2021 NFDA  
International Convention & Expo  
Nashville, TN  
October 17-20  
Affiliate/Exhibitor Meeting Space Request**

---

Dear Colleague,

The NFDA Meetings Department is ready to help you secure meeting space in Nashville, TN.

If you require meeting space at the Music City Convention Center Sunday, October 17 – Wednesday, October 20, 2021 review the document [Policy: Affiliate & Exhibitor Functions Involving Convention Attendees](#) for guidelines. Email any questions or complete and email the document [Affiliate/Exhibitor Meeting Space Request Form](#) to me at [dlarsen@nfda.org](mailto:dlarsen@nfda.org). Meeting space is assigned on a first come, first served basis and is based upon NFDA approval.

Limited complimentary meeting space is available. After that the Music City Convention Center may offer space with a rental cost. You are responsible for all charges related to your meeting.

Email confirmation will be sent to the contact noted on the Meeting Space Request Form within two weeks of receipt by NFDA. All approved requests will be forwarded to the Music City Convention Center, at which time they will contact you to begin planning your event and establish payment.

Thank you for your support and see you in Nashville.

David Larsen  
Director Convention, Meetings and Events  
NFDA  
13625 Bishop's Drive  
Brookfield, WI 53005  
[dlarsen@nfda.org](mailto:dlarsen@nfda.org)  
[www.nfda.org](http://www.nfda.org)