

Thank you for supporting ABAI by registering to exhibit at the 51st Annual Convention in Washington, DC! Take a moment to review the following important information about exhibiting.

Exhibitor Services:

Exhibitor Services this year will be rendered by **Heritage**.

Phone: (800) 360-4323

Email: exhibitor.services@heritagesvs.com

PDF: [HERE](#)

Online Ordering: [HERE](#)

Online Ordering Instructions:

- You will receive an email from an address ending with @heritagesvs.com with your login information. Follow the instructions in the email to reset password.



Booths Include

- 10'x10' pipe and drape surround
- 6'L draped table
- 2 Chairs
- 1 Wastebasket
- Default event carpet

Booths Do Not Include

- Additional Furnishings
- Electric
- Guaranteed Wifi
- Trash Removal or Cleaning
- Lodging or Meals for Staff

Electrical Services:

Electrical Services this year will be rendered by **Hi•Tech Electric**.

Email: dcexhibitorservices@hi-techelectric.com

PDF: [HERE](#)

Online Ordering: [HERE](#)

Online Ordering Instructions:

- “Order Online”
- Login or “Register Now”
- Search Options:
 - May 2025
 - ABAI
- “Association for Behavior Analysis International ABAI 2025”
 - listing with “Lighting, Rigging and Cable Run” is **only** rigging; for electrical, you will want the first option.

Internet Services:

Internet Services this year will be rendered by **SmartCity Networks**.

Phone: (888) 446-6911

PDF: [HERE](#)

Online Ordering: [HERE](#)

Online Ordering Instructions:

- Login or Create an Account
- “Create a New Order”
- Search: “ABAI”

Catering Services:

Exhibitor Catering Services this year will be rendered by **Aramark**

Email: wewccexhibitororders@aramark.com

PDF: [HERE](#)

All-In-One Kit PDF: [HERE](#)

Need your booth number? It can be found on your [organization’s web listing](#) *

*Please note that listings are not purely in alphabetical order, Package Booth Exhibitors will be listed first, followed by all other exhibitors alphabetically. Organization will not be listed if payment has not been made. If you cannot find your listing and believe it is in error, please contact exhibits@abainternational.org.

Onsite Booth Times:

- **Exhibit Booth Setup:** Friday, May 23, 2:00 – 5:00 PM
- **Exhibit Hours**
 - Saturday, May 24, 11:00 AM-4:00 PM, 7:00 PM-10:00 PM
 - Sunday, May 25, 11:00 AM-4:00 PM
 - Monday, May 26, 11:00 AM-4:00 PM
- **Exhibit Booth Teardown:** Tuesday, May 27, 8:00 -10:00 AM

Details:

- Booths are expected to set up their signage and decorations during the Friday hours. The only exception is unforeseen circumstances (i.e. a delayed flight).
- Booth teardowns may take place **after** 4:00 PM on Monday, May 26. However, exhibitor services will not be available until the official teardown on Tuesday, May 27. Exhibitor services are the only ones that can let you use the loading zone, assist with teardown or processes return shipping that is going through them.

Parking:

The Walter E. Washington Convention Center does not offer any public parking. However, there are over 3,000 parking spaces located within a three-block radius of the Convention Center including surface lots and garages. Exhibitors and attendees are encouraged to use these public parking facilities if driving. Parking regulations are heavily enforced in the Convention Center's surrounding residential areas.

Hotels:

Please find all of our hotels that we are offering room block rates for, on our website [HERE](#).

Attendee Registrations:

Both your full event registrations and exhibit-only registrations will be processed in May 2025. You can submit these names below.

Registrant Submission: <https://www.surveymonkey.com/r/P387GG7>

If you need any additional registrations, please contact exhibits@abainternational.org.

Additional Full Registrations: Price varies based on membership status.

Additional Exhibit Hall Registrations: \$75 per person.

ABAI Website & Mobile App:

Your exhibitor listing will include your booth number, organization name, address (print only), and URL. Please double check your information on the [convention landing page](#).

*Please allow 1 week from application acceptance and payment for your information to appear on the website.

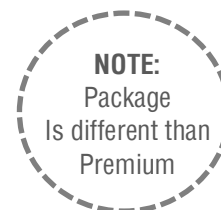
Discounted Job Listings:

You will receive a 10% discount on all 30-day [job postings](#) until 12/31/2025. To receive this discount, you must use the supplied coupon code for posting. If you need a copy of the coupon code still, please contact us at exhibits@abainternational.org.

Scam Alert!

Please be aware of potential scams from third parties offering discounted room rates or access to attendee information. **ABAI does not sell or distribute attendee lists to any external parties**, and we strongly advise against engaging with unauthorized vendors.

To ensure the security of your booking and receive the best available rates, all hotel reservations should be made directly through the official hotel or via ABAI's designated booking link. If you receive any suspicious communications regarding accommodations or attendee lists, please disregard them and feel free to reach out to us for verification. Your privacy and security are our top priorities.



PACKAGE EXHIBITORS ONLY

Please keep track of the deadlines listed below; **reminders will not be distributed**. Please submit to exhibits@abainternational.org.

Submissions needed for *Package* exhibitors:

- **Logo:**
Submit your logo in a vector format for large scale printing. Please submit two separate files; one in full-color and one in single-color.
Deadline: March 28, 2025
- **One quarter-page ad in *Inside Behavior Analysis*:**
Please submit a 4" x 5.25"; CMYK or Grayscale color, TIF or PDF format ad. Ad's will be printed in black and white in the next available print. Print issue not guaranteed.
 - **Print Deadlines:**
January 15, 2025: deadline for summer issue
July 15, 2025: deadline for fall issue
September 15, 2025: deadline for winter/spring issue
- **Promotional Email:**
Please submit a blurb, around 40 words in length, regarding your organization. This will be included in a promotional email to all registrants near event time. If you do not submit a unique blurb we will use the company description we have on file for your organization.
Deadline: April 1, 2025
- **Facebook Post:**
When you have a Facebook post that you would like us to post on your behalf please post it directly on your Facebook and send a link to exhibits@abainternational.org so that we can repost it with it connected to your company page. You are welcome to do this any time leading up to the convention. **
***Please note that any posts sent after the deadline cannot be guaranteed.*
Deadline: May 16, 2025
- Package exhibitor listings will include the company logo printed in the program book if purchased before the deadline. (03/28/25) No separate submission needed.

*Please note that package and premium exhibitors are different types, these advertisements are only for package exhibitors. All submissions will be checked before they are posted. If your organization submits an advertisement, you were not eligible for, it will be omitted.

Please do not hesitate to reach out if you have any further questions!

Best,

The ABAI Team

Association for Behavior Analysis International
550 W. Centre Ave. Ste 1
Portage, MI 49024
E: exhibits@abainternational.org
P: (269) 492-9310