

FLORIDA BANKERS ASSOCIATION  
**65th Annual Trust & Wealth Management Conference**

The Ritz-Carlton, Fort Lauderdale, FL | September 19-20, 2024



## TABLE TOP EXHIBITOR INFORMATION

### FEES:

FBA Member	Non-Member
Table top booth package: \$1,250 <i>(includes 1 exhibitor registration)</i>	Table top booth package: \$2,500 <i>(includes 1 exhibitor registration)</i>
Additional exhibitors: \$500 each	Additional exhibitors: \$1,000 each

### Table Top Package Include:

- ❖ Six-foot skirted table & chair
- ❖ One complimentary registration (entitles exhibitor to attend all conference functions)
- ❖ Discounted additional exhibitor registration fee
- ❖ Attendee mailing list in Excel three weeks prior to the conference for promotional mailings and one-week post conference for follow-up marketing (does not include email)
- ❖ Extension cord and power strip (upon request)

### HOTEL:

#### Ritz-Carlton Fort Lauderdale

1 North Fort Lauderdale Beach Blvd  
Fort Lauderdale, FL 33304

Reservations: [Reserve Room Online](#)

Or call: (800) 241-3333

Room rate: \$309 per night, plus applicable taxes and \$30 per room, per night, resort fee.



Room block deadline: **August 16, 2024**, or when no more rooms are available, which ever date comes first.

**TRADESHOW CONTACT:** Marilyn Matherne, *Director of Education*

Florida Bankers Association, 1001 Thomasville Road, Suite 201, Tallahassee, FL 32303

Cell Phone: 850.509.7257 | Direct Line (in office): 850.701.3515

## EXHIBIT HALL HOURS

The following functions will take place in the exhibit hall (Grand Foyer) which is located right outside of the Ballroom where the General Session meetings will take place:

Wednesday, September 18th		Thursday, September 19th		Friday, September 20th	
Set-up	3:00 – 6:00 pm	Breakfast	8:00 – 9:00 am	Breakfast	8:00 – 9:00 am
		Break	10:30 – 10:45am	Break	10:00 – 10:30 am
		Break	2:30 – 2:45 pm	Prize drawings	11:30 am
		Break	3:45 – 4:00 pm	Tear-down	12:00 noon
		Reception	5:00 – 6:00 pm		

## SHIPPING INFORMATION

Packages for meetings may be delivered to the Hotel three (3) working days prior to the date of the function. Any packages or boxes larger than in any combination of 500 pounds or more will be stored at a local warehouse and be delivered to the Hotel at the company's request with prevailing charges for this service. Delivery of larger shipments must be received at warehouse one week prior to the function. Standard boxes (36"x36" or less) that come into the Hotel assess a charge of \$5.00, and oversized boxes will be \$10.00. Any pallets or comparable containers will assess a \$25 charge. This is a one-time charge. Please note that in addition to standard shipping charges inbound and outbound freight handling will be billed to the individual company at \$1 .00 per box for any amount of freight over ten (10) pounds.

A labor charge of \$35.00 per hour (with a four-hour minimum) will be assessed for any shipments of 20 cartons or more to be transported within the hotel. This same labor charge will apply to the packaging, labeling and shipping out of any cartons remaining after a conference has concluded.

All envelopes or boxes should be numbered (i.e. 1 of 5, 2 of 5, etc.)

### Please mark all boxes as follows:

FAO: (Kate Stewart)  
1 North Fort Lauderdale, Beach Blvd.  
Fort Lauderdale, Florida 33304  
(Florida Bankers Association Annual Trust Conference)  
(September 18th – 20th)  
Hold For: (Marilyn Matherne)

### Out Going Packages:

- Exhibitor will be responsible for providing a label or account number and scheduling a package pickup for any items being shipped out from the hotel.
- The resort staff will assist with outgoing packages

## HOW TO REGISTER FOR A BOOTH & NEXT STEPS

FBA Members	Non-Members
1. <a href="#">Click HERE to register online</a>	1. <a href="#">Click HERE to request a booth</a>
2. You will receive an automated confirmation	2. FBA event staff will register you and you will receive an automated email confirmation
3. FBA show management will contact you to select your booth number once the floorplan has been finalized.	