2020 VISION FOR THE FUTURE
103rd Annual Convention
March 4-7, 2020
Renaissance Vinoy Resort
St Petersburg, FL

What New??
How to attract and
Keep your top
talent from
becoming Theirs
Strategic Planning
Vision 2020
Networking Dinner

For 2020 we look to the inside of ABMA and plan ahead as we celebrate our 103rd Anniversary. We delve into what drives us and our membership with an eye on shaping the building blocks of our shared future. Please join us for three days of networking, fellowship and important information sharing.

Register online at ABMA.org/AC2020quicklinks
PASSPORT IS REQUIRED TO ENTER THE BAHAMAS.

* FOR ALL USA AND OVERSEAS ATTENDEES, VALID TO SHOW PROOF OF ANTICIPATED DEPARTURE FROM THE BAHAMAS.

Lisa Ryan CSP - "Manufacturing Engagement How to Attract and Keep YOUR Top Talent from Becoming THEIRS"

It’s no secret. Your best employees have the power to take their skills to your competition. Your favorite customers can source products and services from anywhere in the world at the click of a button. The bottom line is that you are faced with an enormous challenge: Keeping your top talent and best customers from becoming someone else’s. Studies show that engaged employees have: 50% fewer accidents, 41% fewer quality defects, and 30% fewer health care costs.

In this important program we will discover

- Why the focus should be on employees who are doing things well, instead of the toxic workers who are sucking the life out of your company
- How to build your company’s reputation as a great place to work so your hard-won, recently hired employees don’t take their skills to your competition
- Why ignoring toxic employees doesn’t solve the problem. How you can address the hidden killer of productivity and profits
- Why recently hired employees don’t take their skills to your competition
- How to build your company’s reputation as a great place to work so your hard-won, engaged employees don’t take their skills to your competition

THURSDAY MARCH 5, 2020

SUNRISE YOGA
6:30AM - 7:15AM
Join ABMA’s yoga instructor Rachel Hack from Epic Resins for a wonderful early morning yoga wake up session.

ALL-ATTENDEE GENERAL SESSION
8:00AM - 8:50AM OPENING BUSINESS SESSION - PRESIDENTS WELCOME
9:00AM - 11:00AM ABMA EDUCATIONAL INSTITUTE

9:00 AM – 11:00 AM ABMA EDUCATIONAL INSTITUTE Vision for the Future “An Interactive Industry Event”

We last gathered in the year 2000 for strategic planning for our association. Since that time a lot has happened and ABMA has grown stronger in reputation, representation and financial strength. We feel 2020 presents a perfect opportunity to take the necessary time to reinvest in our association and the best way to do that is to LISTEN to our members.

Steve’s 30 years of corporate experience has been primarily in analytical functions, including more than 20 years of staff management experience including four Fortune 500 companies. He is a Fellow of the Society of Actuaries, a mathematics undergraduate, and holds an MBA with emphasis in Nonprofit Management. Steve is a co-patent holder on an industry leading retirement income solution, started and led capital markets hedging programs, started and led an HR workforce analytics department, and is certified in Strategic Workforce Planning by the Human Capital Institute.

FRIDAY MARCH 6, 2020

SUNRISE YOGA
6:30AM - 7:15AM
Join ABMA’s yoga instructor Rachel Hack from Epic Resins for a wonderful early morning yoga wake up session.

SUPPLIERS DISPLAY “FACE TO FACE” NEW AGAIN FOR 2020
8:00AM - 12:00PM Royal Ballroom Grand D Ballroom

For 2020 we are again using a pre-planned meeting schedule to allow for 13 minute scheduled conferences, and we eliminate the expense for the Suppliers of bringing your Pop Up Display to Florida. ABMA suppliers display is from 8a-12p. Be sure to register early to schedule your meetings.

- Supplier stays stationary at their table with chairs for visitors. Meetings cycle every 15 minutes.
- Scheduled format for the first 3 hours allowing 13 minute “power meetings” for higher-level discussions. People rotate as per their schedule.
- For the remaining time people to move around the space freely (think musical chairs) and sit down with suppliers of their choice for 13 minute meetings.
- Scheduled meetings are determined weeks in advance by using scheduling software available on ABMA.org.
- Note that meeting selection process is never perfect. It is hard to accommodate all requests. This is why there is open time, which allows people to meet regardless of their schedule.

Suppliers: Bring only what can fit on the table and this rule applies to everyone to keep things fair.

Allowed Items:
- Literature
- Tablecloths
- Price Sheets
- Tabletop Lit racks
- Counter Cards
- Sample products
- Laptop to stream video and share reporting

Not Allowed:
- Free Standing floor display
- Banner stands
- Large tabletop displays
- Wall hung displays
- Suppliers Face 2 Face Contract and Policies

THURSDAY, MARCH 5, 2020

7:00PM-9:30PM 400 Beach Seafood and Taphouse (approx 1 block from Vinoy)

ABMA Educational Institute

“Developing and Interactive Industry Event” NEW

Steve Fredlund-2020 Vision for the Future “An Interactive Industry Event”

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- Wall hung displays
- Suppliers Face 2 Face Contract and Policies

SCHEDULE OF EVENTS

TUESDAY, MARCH 3
5:00pm - 5:30pm Directors’ Finance Meeting
5:30pm - 6:00pm ABMA Foundation Board of Directors Meeting

WEDNESDAY, MARCH 4
8:00am - 9:20am Convention Committee Breakfast Meeting
9:30am - 10:20am Public Relations Committee Meeting
10:30am - 11:50am Membership Committee Meeting
11:00am - 6:00pm Registration / “Gathering Place”
12:00pm - 12:50pm Statistical Committee Lunch Meeting
1:00pm - 1:50pm Safety & Standards Committee

2:30pm - 3:00pm All Division Meeting
3:00pm - 5:00pm Educational Institute
6:00pm - 7:00pm New Members & First-Time Attendees
Welcome Reception Dress: Business Casual
7:00pm - 9:00pm Paul M. Miller
Welcome Reception Dress: Business Casual

THURSDAY, MARCH 5
6:30am - 7:15am Sunrise Yoga with Epic Resin’s Rachel Hack
7:00am - 8:30am Continental Breakfast
7:30am - 2:00pm Registration / “Gathering Place”
8:00am - 8:50am Opening Business Session
President’s Welcome
9:00am - 11:00am ABMA All-Attendee Educational Institute
11:00am - 5:00pm Supplier Display Setup
11:00am - 12:30pm Lunch on own
12:30pm - 6:00pm Golf Scramble Tournament
6:30pm - 7:30pm Mid-Convention Reception
7:30pm Dinner on own or Networking Dinner

FRIDAY, MARCH 6
6:30am - 7:15am Sunrise Yoga with Epic Resin’s Rachel Hack
7:00am - 8:30am Continental Breakfast
7:00am - 7:45am Supplier Display Setup
7:30am - 12:00pm Registration / “Gathering Place”
8:00am - 12:00pm ABMA Suppliers Display
9:00am - 11:00am Companion Program - St. Petersburg Mural Tour
12:00pm - 1:00pm Buffet Lunch
2:00pm - 5:30pm Electric Boat Scavenger Hunt
7:00pm - 1:00pm Suppliers’ Reception Theme: Come out for an evening of great food, music, dancing, fun, and with a few surprises along the way. Dress: Business casual.

SATURDAY, MARCH 7
8:30am - 11:30am Board of Directors meeting
ST PETERSBURG & CLEARWATER INTERNATIONAL AIRPORT

**Driving directions**

By car:
- From the airport, follow I-275 South to St. Petersburg. Take exit 23A (I-375), stay left, follow 4th Ave North to North Beach Dr, turn left, resort is one block on right.

By bus:
- Bus #259 from the airport, transfer to Route #20, get off at 4th Ave North and follow the same directions as above.

By train:
- St Petersburg-Clearwater International Airport is not served by any rail service.

By taxi:
- Taxi is readily available and can be hailed at the airport. The fare to downtown St Petersburg is approximately $30 for up to 4 passengers.

By Uber or Lyft:
- Uber and Lyft are available at the airport. The fare to downtown St Petersburg is approximately $20 for up to 4 passengers.

**Suppliers Display “FACE 2 FACE”**

8:00 AM - 12:00 PM

**Special Events**

**Thursday March 5, 2020**

**Scramble Golf Event**

Vinho Golf Club

1:00 PM - 6:00 PM

**Tour**

**Electric Boat Scavenger Hunt**

2:00 PM - 5:30 PM

Please join us for a fun afternoon of water and adventure. The lucky 30 persons on this excursion will embark on a fun scavenger hunt around Tampa Bay with boating instructions and maps. Teams will board these comfy boats and capture items with their cameras and along the way will enjoy the wonderful views of the waterfront homes in Old Northeast, the wildlife around and additional landmarks. Boats will include coolers with refreshments, including water, soda and local craft beers. Be sure to bring: hats, sunglasses, comfortable and safe shoes, sunscreen and camera/phone.

**Suppliers Reception**

7:00 PM - 10:00 PM

For 2020 we celebrate our great industry and enjoy the wide variety of craft beers in the St Pete area.

**Saturday March 7, 2020**

Enjoy a free networking and fun day on your own.

**General Information, Travel, Activities & Registration**

**Destination Information**

With historic elegance and a very modern sense of independence, the Vinoy® Renaissance St. Petersburg Resort & Golf Club offers a vacation experience unlike any other. Ideally situated in St. Pete, Florida’s thriving downtown district, our award-winning hotel is a short distance from Vinoy Park, Tropicana Field and the Dali Museum. Gracefully designed rooms and suites retain the glamour and charisma befitting our heritage, while adding contemporary perks like high-speed internet access, flat-screen TVs and well-lit workspaces. Elsewhere at the hotel, challenge someone to a game of tennis, lounge by one of the pools, tee off from the course at Vinoy Golf Club or book a treatment at the spa. Thanks to our waterfront location and private marina, you can charter a boat and explore the bay. These palms total over 900 in number and along with the pines and Live Oaks, you will find yourself lost in the jungle or beached on one of the 63 bunkers strategically placed along the way.

**Spa**

Vinoy Salon and Day Spa is an oasis of calm in the heart of St. Petersburg. That said, our spa boasts a comprehensive menu of relaxing and invigorating services, including massage, facials and body wraps. For a truly pampering experience, opt for a poolside massage in one of our cabanas.

**Area Tourism, Restaurant and Sightseeing**

For local sightseeing, activity and additional information:

**Area Tourism, Restaurant and Sightseeing**

**Hours:** Mon-Sun: 09:00 AM - 07:00 PM

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**GETTING THERE**

**Airport Information**

**Tampa International Airport (TPA)**

Airport Phone: +1 813-870-8700

Hotel direction: 15 miles SW

This hotel does not provide shuttle service.

Alternate transportation: Sedan service; fee: 75 USD (one way); on request

Estimated taxi fare: 45 USD (one way)

**Driving directions**

Take I-275 South to St Petersburg, take exit 23A (I-375), stay left, follow 4th Ave North to North Beach Dr, turn left, resort is one block on right.

**St Petersburg-Clearwater International Airport ( PIE)**

Airport Phone: +1 727-453-7800

Hotel direction: 12 miles NW

**Dues Renewal and Attendee Registration (Online Store Opens Jan 1).** Please remember only the company’s key contact may renew dues and must be shopping for the COMPANY to do so.

**ABMA Online Store**

You can pay your dues online and register yourself and others in your organization for the convention online using the ABMA Online Store. Once you have completed an online transaction for dues payment simply “continue shopping” and register for the upcoming ABMA Convention. If you are registering for yourself and or companion, then you may easily register through the regular portal. If you wish to register for yourself and other members of your organization, please use the “Group Registration” function. To register a group please register EACH kind of attendee separately (delegate, One-day, etc). Spouses and guests are added later.

**Hotel Registration Information**

The Hotel reservation deadline is February 1, 2020. Reservations made after the deadline will not be guaranteed at the group rate and space may not be available.

**Renewal Dues Information**

Due to the “Early Bird Discount,” if you register by February 1, 2020, you and your company will be billed the advance program available online to all attendees prior to the convention, as well as save money on your registration fees. Registrations received after February 1 will appear on the supplemental registration list, available only at the meeting. Please note: a companion is a spouse or significant other, and the One Day Fee must accompany a fully paid delegate. For ABMA 2020 Annual Convention you may either register, using the enclosed invoice template, pay all of your fees, and renew your 2020 dues online!

Register and secure your hotel room before the deadline as March is always a sellout month for hotels. Once the registration and room block deadlines pass the leftover rooms get sold out quick so DON’T WAIT!

**Event ID:** AmerBrushManufac. American Brush Manufacturers Association. See below for online reservations. Room Rates (Single/Double): $289 Resort Room Online Reservations:

Please use Online Reservations as the preferred choice

**Suppliers Display “FACE 2 FACE”**

8:00 AM - 12:00 PM

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**St Petersburg-Clearwater International Airport ( PIE)**

Airport Phone: +1 727-453-7800

Hotel direction: 12 miles NW
The Renaissance Vinoy Resort
What’s New for 2020?

There are many new and exciting changes for the ABMA 103rd 2020 Annual Convention:

**ABMA EDUCATIONAL SESSION**
Wednesday March 4, 2020 3pm-5pm
Lisa Ryan CSP - Manufacturing Engagement Session:
"How to Attract and Keep Your Top Talent from Becoming Theirs"

**PAUL M MILLER WELCOME RECEPTION**
Wednesday March 4, 2020 7pm-9pm
The Paul M Miller Welcome Reception is named to honor Paul M Miller, long time President of The Mill Rose Company. Paul was a tremendous industry ambassador and put people together like nobody else. Please use the Welcome Reception as Paul did to make new friends and especially to welcome new members and first timers.

**STRATEGIC PLANNING VISION 2020**
Thursday March 5, 2020 9am - 11am
We will embark on of a 2 layer strategic planning experience designed to shape the future of ABMA. First we will collectively perform environmental scans to determine the needs of ABMA in the foreseeable future. For our final layer we work to build action plans around our previous scans.

**NETWORKING DINNER**
Thursday March 5, 2020 730pm-930pm
400 Beach Seafood and Taphouse (approx. 1 block from the Vinoy) Thursday is a "dinner on your own" evening, but this event is designed for attendees who would prefer to stay in and to enjoy an opportunity to participate in a group dinner. Network with old ABMA friends and make new friends at this casual dinner event that immediately follows the Thursday Reception. Proceeds support the ABMA Foundation. Limited to first 36 who sign up.

**SUPPLIERS DISPLAY FACE 2 FACE**
Friday March 6, 2020 8am-12pm
To make the 2020 convention we continue the popular Face 2 Face program which eliminated the traditional trade show booth for scheduled 13 minute "power meetings". A meeting schedule process is in place and will be available online after January 1, 2020. See the Highlights Tab at http://www.abma.org/abma-annual-convention for more information and to request your scheduled meetings.

**SATURDAY IS A FREE DAY**
The convention for 2020 officially ends on Friday evening with the exception of the ABMA Board of Directors who will meet on Saturday morning March 7 from 830am-1130am. Use Saturday as a free day to gather some friends and explore!
First Name                      Last Name  Phone            Email

Are you authorized to register for the ABMA 2020 Annual Convention and related events?

Company Name
Street Address
City, State, Zip
Phone          Fax

Do you have any health/diet special needs?
__________________________________________________________________________________________

Suppliers Display Booth Information
Please print signage name exactly as it should appear:
__________________________________________________________________________________________

Suppliers Only:
Please list your four major ABMA competitors. We cannot guarantee the distance between competitors.
1. ____________________________________________________________________
2. ____________________________________________________________________
3. ____________________________________________________________________
4. ____________________________________________________________________

Golfers: Please enter your handicap or expected 18-hole score in the box above.

Rental Clubs Needed? Please contact pro shop.
Tournament Location: Vinoy Golf Club Pro Shop 727-896-8000
ABMA 103rd Annual Convention - 2020

REGISTRATION INSTRUCTIONS

- Check all appropriate boxes. Print clearly directly on the registration form.

- A companion is not a colleague or partner in the business. The One Day Attendee may only attend the Suppliers’ Display and must accompany a fully paid delegate.

- Completed registration forms can be mailed at any time. Payment covering the cost of the meeting is required to complete the registration.

- Please remit one check payable to ABMA when registering for all meeting functions. **Do not include any fees for anything other than those relating to the meeting in your payment (including dues & assessments).**

- Dues must be paid in full prior to registering.

- Checks must be payable to ABMA, in US Dollars drawn on a US bank. If paying via wire, please add $30 USD for the wire transfer service fee. Please contact HQ for wire instructions.

- The ABMA Board offers an **“Early Bird Discount”** of $100 per attendee fee and $100 per exhibit space fee, for payments received by January 31, 2020. Take advantage of this great savings and be sure to send your registration and payment in early.

- Badges will be available for pick-up at the ABMA Registration Desk at the convention site.

**IMPORTANT DATES**

- Receipt of registration will be acknowledged to each individual when received by **JANUARY 31, 2020.**

- Forms and payment must be received by **JANUARY 31, 2020.**

- All hotel reservations must be made by **JANUARY 31, 2020.** Call the Vinoy Resort directly at 888 236-2427 or +1 727-894-1000 to make your room reservation. Group Code: M-3QL9GXR (ABMA)

**REFUND POLICY**

- Full refunds will be made only when **written** cancellations reach our office by **JANUARY 31, 2020.** It is your responsibility to cancel hotel room reservations.

- Refunds after the cut-off date listed above will be considered on a case-by-case basis.

- Activity (Golf, Tennis, Tours) spots are guaranteed by ABMA; therefore, if you sign up and “no-show” you will be charged.
REGISTER AND PAY ONLINE: www.abma.org

TO: All Key Contacts at Member Companies

2020 ABMA Suppliers’ Face 2 Face

If you have not already received the appropriate service kit for the 2020 ABMA Suppliers’ Face 2 Face you will shortly. ABMA has contracted with Renaissance Vinoy Resort to handle the various services and equipment required for the tradeshow event.

For 2020 the Suppliers Speed Dating Exhibition is very different than in previous years. For 2020 we will have the following format:

- Supplier stays stationary at their table with chairs for visitors.
- Meetings are 13 minutes long, followed by a 2 minute passing period.
- Pre-scheduled meeting format for the first 3 hours to allow for higher level discussions, if any booth is open at the start of any 15 minute time slot you may freely sit down with any available supplier. Think “musical chairs”.
- The final hour is fully open. People rotate as per availability. Think “musical chairs on steroids”.
- Scheduled meetings are determined weeks in advance of the convention and are mutually agreed upon by plugging selections into software that spits out a schedule.
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Allowed Items

- Literature
- Tablecloths
- Price Sheets
- Tabletop Lit racks
- Counter Cards
- Sample products
- Laptop to stream video and share reporting

Not Allowed

- Free Standing floor display
- Banner stands
- Large table top displays
- Wall hung displays

The Suppliers Face 2 Face will take place on March 6, 2020 from 8:00 AM to 12:00 PM at the Renaissance Vinoy Resort. The reservation deadline is January 31st. Please remember that the display of completed brushes, rollers, brooms, and mops for resale is prohibited as are imports of finished paint applicator and accessories found for sale in retail stores.

Registration:

The registration fee for a table in the ABMA Suppliers’ Display is $325, if paid by January 31, 2020. Otherwise, the booth fee is $425. (Checks should be made payable to ABMA in US funds drawn against a US bank. If making a wire transfer, add $30 for the service fee.) The Suppliers fee includes:

- One display table
- Chairs
- Power Recharging Station – 2 in room
- WiFi Access (extra charge)
- ID Sign with company name
To register, complete and return the Suppliers/Finished Goods Display Booth Space portion of the Convention Registration Form; sign and return the Suppliers’ Display Contract and Policies sheet; and enclose your payment, or complete the entire process on-line at www.abma.org. Remember, only exhibiting suppliers and registered manufacturing delegates may participate in the Suppliers’ Display; non-exhibiting Suppliers will NOT be allowed in the Suppliers’ Display.

**Exhibitor Requirements:**
In order to participate in the Suppliers’ Face 2 Face all members must be in compliance with the following:

**Who May Exhibit:** Exhibitors for the Suppliers Display must be Affiliate (supplier) members of ABMA.

**Dues Payments:** Exhibitors must be members in good standing in order to display. This means that all dues must be paid in full by March 1, 2020 at the latest, according to the ABMA Bylaws. However, no one will be assigned a space until their dues are paid in full, so exhibitors are encouraged to pay their dues promptly.

**Space Assignments:** The number of tables is limited. All assignments will be made on a first-come, first-serve basis. One table will be allowed per company with requests for all double tables, or any other multiple, handled on a space available basis. Every effort will be made to position suppliers in locations removed from their competitors; to aid in that process, therefore, please list on the registration form, up to four member companies which you would rather not have adjacent to your table.

**Electrical, Internet & Audio Visual Needs:** Audio-visual presentations are permitted from laptop. WiFi access will be provided. Please bring sufficient back up power for your needs for 4 hours. We will have 2 recharging stations in the room for your use as available.

**Shipping & Set Up:** Please do NOT forward materials to the Hotel. You should be able to bring what you need in your baggage.

**SUPPLIERS Face 2 Face Show Hours:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, March 5</td>
<td>11:00 AM – 5:00 PM</td>
<td>Set Up Access</td>
</tr>
<tr>
<td>Friday, March 6</td>
<td>7:00 AM – 7:45 AM</td>
<td>Set Up Access</td>
</tr>
<tr>
<td></td>
<td>8:00 AM – 12:00 PM</td>
<td>Suppliers’ Display</td>
</tr>
<tr>
<td></td>
<td>12:00 PM – 1:00 PM</td>
<td>Exhibit Breakdown</td>
</tr>
</tbody>
</table>

**Note:** Any breakdown or preparation for move out prior to the designated closing time will result in a $250 fine.

**Friday, March 6**

7:00 PM – 10:00 PM Suppliers Reception

Please keep in mind that the purpose of the Suppliers Display show is to acquaint ABMA Manufacturers with the technical aspects of your business as opposed to distributing promotional and sales material. The ABMA Suppliers’ Display works to strengthen the supplier / manufacturer relationship by increasing interaction.

The Display also promotes the domestic manufacturing of brushes and brush related products including mops, rollers, and brooms. Therefore, the display of completed brushes, rollers, brooms, and mops for resale is prohibited as are imports of finished paint applicator and accessories found for sale in retail stores.

The ABMA Suppliers’ Face 2 Face is an ideal forum for meeting with your industry peers. Be sure to participate by completing your registration form today! Questions? Contact ABMA HQ (720) 392-2262
ABMA Display Contract and Policies

1. **Location and Dates.** ABMA Suppliers’ Display (March 6) will be held at the Renaissance Vinoy Resort in St. Petersburg, FL.

2. **Arrangement of Educational Displays.** All tables will be arranged in accordance with the master floor plan developed by ABMA Staff, the Suppliers Division Executive Committee, the ABMA Convention Committee, and the designated contract supplier.

3. **Use of Space.** The purpose of the exhibits is to inform and educate ABMA members regarding the uses, characteristics, applications, technology, etc. of the exhibitor’s products or services. Only those products and services of the company represented may be displayed and offered for sale. Subletting any portion of exhibit space is prohibited.

4. **Guidelines.** Pop-up, tabletop or similar portable displays are not acceptable. Exhibits, displays or any devices, which in the opinion of management are not suitable or in keeping with management’s policy, will be prohibited.
   - Supplier stays stationary at their table with chairs for visitors.
   - Meetings are 13 minutes long, followed by a 2 minute passing period.
   - Pre-scheduled meeting format for the first 3 hours to allow for higher level discussions, if any booth is open at the start of any 15 minute time slot, you may freely sit down with any available supplier. Think “musical chairs”.
   - The final hour is fully open. People rotate as per availability. Think “musical chairs on steroids”.
   - Scheduled meetings are determined weeks in advance of the convention and are mutually agreed upon by plugging selections into software that spits out a schedule.
   - Note that meeting selection process is never perfect. It is hard to accommodate all requests. This is why there is open time, which allows people to meet regardless of their schedule.

Bring only what can fit on the table and this rule applies to everyone to keep things fair.

**Allowed Items**
- Literature
- Tablecloths
- Price Sheets
- Tabletop Lit racks
- Counter Cards
- Sample products
- Laptop to stream video and share reporting

**Not Allowed**
- Free Standing floor display
- Banner stands
- Large table top displays
- Wall hung displays

Conference management reserves the right, to restrict exhibits which, because of noise, method of operation or any other reason, become objectionable or otherwise detract from or are out of keeping with the character of the exhibition as a whole. Exhibit activities must be conducted so as not to infringe on the rights of other exhibitors or offend visitors.

The exhibitor agrees not to sponsor functions, such as tours, golf and recreational outings, speeches, or other activities, during exhibit hours or in conflict with any officially programmed ABMA Annual Conference event.

5. **Exhibit Set-up (Suppliers).** ABMA will provide, as part of the exhibit fee, the following:
Meeting table
- Chairs for yourselves and guests
- Identification signage
- Listing in the ABMA program

6. **Payment and Cancellation.** Full payment for exhibit space and registration fees must accompany exhibit space agreement. After space agreement is accepted, it shall be binding upon the applicant and subject to all terms and conditions of the agreement, rules and regulations, exhibitor manual and memos issued prior to the Conference.

   In the event the Meeting is canceled, interrupted, or access of the premises is prohibited by reason of any strike, lockout, injunction, act of war, act of God or any other reasons, this contract will be terminated by ABMA. In the event of such termination, exhibitor waives any and all damages and claims for damages and agrees the sole liability of ABMA shall be to return to the exhibitor his prepaid fees, less his pro-rata share of all costs and expenses incurred by the ABMA.

   In the event the Exhibitor cancels participation in the Conference, the following shall apply:
   a. Cancellation notice must be received by ABMA in writing (via mail, e-mail or fax).
   b. Notice of cancellation received by ABMA 30 days prior to Display Date or before - refund of 50% of exhibit fee.
   c. Within 29 days or sooner to Display Date, no refund will be made.

7. **Exhibit Hours.** Exhibit hours for the Suppliers Display will be from 8:00 AM to 12:00 PM. Beverages may be served during exhibit hours, but not during setup.

8. **Installation/Dismantle.** Supplier Exhibitors may begin move in Thursday, March 5, from 11:00 AM to 5:00 PM. OR Friday, March 6, from 7:00 AM to 7:45 AM. No exhibit, or portion thereof, may be removed during the exhibition without written authorization of ABMA. Exhibitors (Suppliers Display) may begin move out at 12:00 PM, Friday, March 6 and must be completed by 1:00 pm on that day. Any breakdown or preparation for move out prior to the designated closing time will result in a $250 fine without the consent of ABMA management.

9. **Care of Premises.** No part of an exhibit and no signs or other materials may be posted in any way that might mar or deface the premises. Exhibitors will be held responsible for any and all property damage incurred by their employees/representatives.

10. **Liability.** Exhibitor assumes full responsibility for losses, damages, and claims arising out of injury or damage to exhibitor’s display, equipment, and other property brought upon by the Hotel and shall indemnify and hold harmless the Hotel agents, servants, service contractor, and all employees, and all ABMA members, officers, directors, agents and employees from any and all such losses, damages and claims.

11. **Agreement.** Exhibitor agrees to all of the above statements, contracts and policies by contracting for exhibit space as described and defined above in this Display Contract and Policies.

The ABMA reserves the right to render all interpretations and decisions, should any questions arise, and to establish further regulations as may be necessary for the success and general well being of ABMA Suppliers' Display.