

## RFP Details

<b>RFP Name</b>	FSI OneVoice 2020
<b>Response Due Date</b>	Wed, 05-Apr-2017
<b>Decision Date</b>	Wed, 31-May-2017
<b>RFP Type</b>	Meeting Space and Sleeping Rooms
<b>RFP Code</b>	LVNXTQKYS LZ
<b>Budget</b>	USD \$222,000.00
<b>Description</b>	The FSI One Voice Conference is the in-person annual gathering of the independent broker-dealer community. Education and networking sessions are specifically designed for CEOs, senior executives, managers, and employees of member and prospective member broker-dealers.
<b>Decision Factors</b>	Ease of travel Reasonable airfare and availability of direct flights Room rate (under \$300, inclusive)
<b>Billing Information</b>	Direct Bill
<b>Concessions / Contractual Requirements</b>	<p>Concessions:</p> <ul style="list-style-type: none"> <li>(1) comp 2 bedroom Presidential Suite (Fri-Thurs) for FSI President</li> <li>(2) comp 1 bedroom suites (Sun – Thurs) for FSI Board Chair &amp; Conference Chair</li> <li>(12) 1 bedroom suites at group rate (Sat-Thurs) for Executive Committee &amp; Senior Staff</li> <li>(20) Club/Concierge Level upgrades (Sun-Wed) for FSI Board Members</li> <li>(30) staff/speaker rooms (Sat-Thursday) @ 50% off group rate</li> <li>1 per 40 room comp policy, credited to Master account</li> <li>Complimentary meeting and exhibit space</li> <li>15% discount on published menu pricing or 2016 F&amp;B prices locked in for 2019</li> <li>Group rate honored 3 days pre and post-conference, based on availability</li> <li>20% allowable attrition</li> <li>(5) comp roundtrip airport limo transfers</li> <li>(5) comp room nights for preplanning meetings</li> <li>No charge for receiving and handling of Group's registration and meeting materials for up to (2) pallets. Boxes less than 50 pounds each.</li> <li>Hotel will not offer lower published rate than the Group rate over event dates</li> <li>5pm checkout for designated VIPs and staff</li> <li>(3) complimentary Internet hard lines -- for Staff Office, Registration Desk and General Session</li> <li>Resort fees waived</li> <li>10% discount on all hotel spa services</li> <li>2017 F&amp;B prices locked in for 2020</li> <li>No charge to rekey guest or meeting rooms</li> <li>(1) complimentary easel and podium in each meeting room</li> <li>Hotel will waive any set-up or catering fees for small meetings under 25 attendees</li> <li>Affiliate food and beverage will go towards meeting the overall food and beverage minimum</li> <li>Board of Directors Meeting VIP set (leather executive chairs for up to 26 participants)</li> <li>(10) complimentary VIP welcome amenities</li> <li>Complimentary high speed Internet access in guestrooms for all reservations booked within our block</li> </ul>

### Key Contact Information

<b>Contact Name</b>	diana carmenates	<b>Email Address</b>	diana.carmenates@financialservices.org
<b>Organization</b>	Financial Services Institute	<b>Phone</b>	2023041049
<b>Title</b>	meetings manager		
<b>Preferred Contact Method</b>	Cvent, Email, Phone		
<b>Address</b>	607 14th street, nw suite 750 washington, DC 20005 USA		
<b>Website</b>	<a href="http://www.financialservices.org">www.financialservices.org</a>		
<b>Additional Information</b>	<p>The Financial Services Institute (FSI) is the only organization advocating solely on behalf of independent financial advisors and independent financial services firms. For more information, please visit financialservices.org.</p> <p>The economic impact of this meeting on San Fran in 2017 was \$2,413,479.</p>		

### Organization Information

<b>Organization Name</b>	Financial Services Institute		
<b>Organization Type</b>	Association	<b>Industry</b>	Financial Services
<b>Address</b>	607 14h Street, NW Suite 750 Washington, DC 20005 USA		
<b>Employees</b>	1 - 50	<b>Avg. Attendees / Event</b>	301 - 500
<b>Events / Year</b>	3	<b>Avg. Room Nights / Event</b>	151 - 300
		<b>Total Attendees / Year</b>	1,001 - 1,500
<b>Multi-day Events</b>	100%	<b>Total Room Nights / Year</b>	1,501 - 2,000
<b>Organization Information</b>	<p>The Financial Services Institute (FSI) was founded in 2004 with a clear mission: to ensure that all individuals have access to competent and affordable financial advice, products and services delivered by a growing network of independent financial advisors and independent financial services firms. At FSI, everything we do starts and ends with working to create a healthier, more business-friendly regulatory environment for our members – the independent financial services firms and independent financial advisors who provide affordable, unbiased advice to hard-working Main Street Americans. For more information about FSI, please visit <a href="http://www.financialservices.org/">http://www.financialservices.org/</a>.</p>		

### Event Information

<b>Event Name</b>	FSI OneVoice 2020		
<b>Total Attendees</b>	700	<b>Total Budget</b>	USD \$222,000.00
<b>Event Type</b>	Conference / Convention		
		<b>Largest Room Required</b>	12,000 Sq. Ft. (1,200 Sq. Mtr.)

<b>Commission</b>	No
<b>Event History</b>	The planner has indicated that this event has been held before.
<b>Dates Flexible?</b>	No
<b>Event Dates</b>	Mon, 27-Jan-2020 - Wed, 29-Jan-2020
<b>Contract Signature Location</b>	Washington, DC
<b>Business Objectives</b>	The FSI One Voice Conference is the in-person annual gathering of the independent broker-dealer community. Education and networking sessions are specifically designed for CEOs, senior executives, managers, and employees of member and prospective member broker-dealers.
<b>Destinations Under Consideration</b>	Los Angeles Orlando Miami Houston San Antonio Las Vegas
<b>Additional Information</b>	FSI is comprised of financial advisor members and broker-dealer members who are committed to creating a healthier, more business friendly regulatory environment for independent financial services firms and independent financial advisors. FSI currently has over 35,000 Financial Advisor Members, and 104 Broker-Dealer Firm members.

### Previous Event History

This event was previously held in the following location(s):

Venue Name	City	State	Date	Attendees	Room Block	Room Pick-Up	F&B Spend
2017	San Francisco	California	Jan. 23-25	650	1,575	1,634	232,099
2016	Orlando	Florida	Jan. 25-27	677	1,665	1,315	183,515
2015	San Antonio	Texas	Jan. 26-28	765	1,636	1,384	173,336

### Sleeping Room Requirements

Day	Any (Run Of House)	Single (1 Bed)	Double (2 Beds)	Suite	Staff
Fri, 24-Jan-2020				1	3
Sat, 25-Jan-2020	4			1	30
Sun, 26-Jan-2020	147			13	30
Mon, 27-Jan-2020	554			15	30
Tue, 28-Jan-2020	571			15	30
Wed, 29-Jan-2020	129			15	30
Thu, 30-Jan-2020	19				

**Check-in Date** Fri, 24-Jan-2020

**Total Room Nights** 1,637

**Peak Room Nights** 616

**Additional Information** 2 bedroom Presidential Suite (Friday-Thurs) for FSI President  
1 bedroom suites (Sun – Thursday) for FSI Board Chair & Conference Chair  
(12) 1 bedroom suites at group rate (Sat-Thurs) for Executive Committee & Senior Staff  
(15) Club/Concierge Level upgrades (Sun-Wed) for FSI Board Members  
(30) staff/speaker rooms (Sat-Thursday) @ 50% off group rate  
1 per 40 room comp policy, credited to Master account  
Group rate honored 3 days pre and post-conference, based on availability  
20% allowable attrition

Meeting Room Requirements	
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<b>Start Date</b>	Sat, 25-Jan-2020
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Day	Time	Agenda Item	Room Request
Sat, 25-Jan-2020	12:00 AM-11:45 PM	<b>Show Office</b> Office	Conference 2 people <input type="checkbox"/> 24-hour hold
Sat, 25-Jan-2020	12:00 AM-11:45 PM	<b>Office</b> Office <i>Notes or Exceptions: Tables set along the perimeter of the room for equipment and supplies. One large table set in the middle for meals/working Large trash cans</i>	Other 600 Sq. Ft. / 15 people <input type="checkbox"/> 24-hour hold
Sat, 25-Jan-2020	12:00 AM-11:45 PM	<b>AV Storage</b> Storage Room	<input type="checkbox"/> 24-hour hold
Sat, 25-Jan-2020	8:00 AM-11:45 PM	<b>General Session Set Up</b> General Session <i>Notes or Exceptions: Theater seating for 700 people, chevron Set in 5 sections with center aisle 10-15 scattered high boys in back of room 16'x30'24" stage</i>	Theater 12,200 Sq. Ft. / 700 people <input type="checkbox"/> 24-hour hold
Sun, 26-Jan-2020	12:00 AM-11:45 PM	<b>Show Office</b> Office	Conference 2 people <input type="checkbox"/> 24-hour hold
Sun, 26-Jan-2020	12:00 AM-11:45 PM	<b>Office</b> Office <i>Notes or Exceptions: Tables set along the perimeter of the room for equipment and supplies. One large table set in the middle for meals/working Large trash cans</i>	Other 600 Sq. Ft. / 15 people <input type="checkbox"/> 24-hour hold
Sun, 26-Jan-2020	12:00 AM-11:45 PM	<b>AV Storage</b> Storage Room	<input type="checkbox"/> 24-hour hold
Sun, 26-Jan-2020	8:00 AM-11:45 PM	<b>Exhibit Hall Set Up</b> Exhibit <i>Notes or Exceptions: (38) 10x10 booths + space for meals</i>	10x10 12,000 Sq. Ft. / 700 people <input type="checkbox"/> 24-hour hold
Sun, 26-Jan-2020	8:00 AM-11:45 PM	<b>Registration Set Up</b> Registration <i>Notes or Exceptions: 4 kiosks or built-in desk with room for 700 people to register</i>	Other 7,000 Sq. Ft. / 2 people <input type="checkbox"/> 24-hour hold
Sun, 26-Jan-2020	8:00 AM-11:45 PM	<b>General Session Rehearsals</b> General Session <i>Notes or Exceptions: Theater seating for 700 people, chevron Set in 5 sections with center aisle 10-15 scattered high boys in back of room 16'x30'24" stage</i>	Theater 12,200 Sq. Ft. / 700 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	12:00 AM-11:45 PM	<b>Show Office</b> Office	Conference 2 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	12:00 AM-11:45 PM	<b>Staff Office</b> Office <i>Notes or Exceptions: Tables set along the perimeter of the room for equipment and supplies. One large table set in the middle for meals/working Large trash cans</i>	Other 600 Sq. Ft. / 15 people <input type="checkbox"/> 24-hour hold

Mon, 27-Jan-2020	12:00 AM-11:45 PM	<b>Press/Media Office</b> Office <i>Notes or Exceptions: Cocktail rounds</i>	Rounds 200 Sq. Ft. / 10 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	12:00 AM-11:45 PM	<b>Pop Up Meeting Room</b> Meeting <i>Notes or Exceptions: (2) 6' tables 30"x30" table (3) chairs</i>	Other 200 Sq. Ft. / 8 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	12:00 AM-11:45 PM	<b>Pop Up Meeting Room</b> Meeting <i>Notes or Exceptions: Cocktail rounds</i>	Rounds 200 Sq. Ft. / 10 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	12:00 AM-11:45 PM	<b>Pop Up Meeting Room</b> Meeting <i>Notes or Exceptions: Cocktail rounds</i>	Rounds 200 Sq. Ft. / 12 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	12:00 AM-11:45 PM	<b>AV Storage</b> Storage Room	<input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	8:00 AM-4:00 PM	<b>Board of Directors Meeting</b> Meeting <i>Notes or Exceptions: **VIP Event** Executive Chairs Prefer room with natural light Breakfast, lunch and am pm breaks 2x6 seating Space for meals inside room (3 rounds)</i>	U-Shaped 30 people
Mon, 27-Jan-2020	8:00 AM-5:00 PM	<b>Pre-Conference Workshop</b> Breakout	Crescent Rounds 100 people
Mon, 27-Jan-2020	8:00 AM-11:45 PM	<b>General Session</b> General Session <i>Notes or Exceptions: Theater seating for 700 people, chevron Set in 5 sections with center aisle 10-15 scattered high boys in back of room 16'x30'24" stage</i>	Theater 12,200 Sq. Ft. / 700 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	8:00 AM-11:45 PM	<b>Registration</b> Registration <i>Notes or Exceptions: 4 kiosks or built-in desk with room for 700 people to register</i>	Other 7,000 Sq. Ft. / 700 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	8:00 AM-11:45 PM	<b>Pop-up Meeting Room</b> Meeting	Conference 500 Sq. Ft. / 12 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	8:00 AM-11:45 PM	<b>Exhibit Hall</b> Exhibit <i>Notes or Exceptions: (38) 10x10 booths + space for meals  5:15-6:45pm - Reception for 500, flow</i>	10x10 12,000 Sq. Ft. <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	11:30 AM-1:00 PM	<b>Council Member Lunch</b> Lunch	Rounds 600 Sq. Ft. / 50 people
Mon, 27-Jan-2020	12:00 PM-3:00 PM	<b>Marketing Growth &amp; Development Council</b> Meeting	Hollow Square 1,200 Sq. Ft. / 30 people
Mon, 27-Jan-2020	12:00 PM-3:00 PM	<b>Compliance Council</b> Meeting	Conference 600 Sq. Ft. / 15 people
Mon, 27-Jan-2020	12:00 PM-3:00 PM	<b>Due Diligence Council</b> Meeting	Conference 600 Sq. Ft. / 15 people

Mon, 27-Jan-2020	12:00 PM-3:00 PM	<b>Operations &amp; Technology Council Meeting</b>	Conference 600 Sq. Ft. / 15 people
Mon, 27-Jan-2020	12:00 PM-3:00 PM	<b>Investment Advisory Services Council Meeting</b>	Conference 600 Sq. Ft. / 15 people
Mon, 27-Jan-2020	2:00 PM-11:45 PM	<b>Education Session Setup</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	2:00 PM-11:45 PM	<b>Education Session Setup</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	2:00 PM-11:45 PM	<b>Education Session Set Up</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	2:00 PM-11:45 PM	<b>Education Session Setup</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	2:00 PM-11:45 PM	<b>Education Session Setup</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Mon, 27-Jan-2020	2:00 PM-11:45 PM	<b>Education Session Setup</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 AM	<b>Education Session</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Show Office</b> Office	Conference 2 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Staff Office</b> Office <i>Notes or Exceptions: Tables set along the perimeter of the room for equipment and supplies. One large table set in the middle for meals/working Large trash cans</i>	Other 600 Sq. Ft. / 15 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>General Session &amp; Tear Down</b> General Session <i>Notes or Exceptions: Theater seating for 700 people, chevron Set in 5 sections with center aisle 10-15 scattered high boys in back of room 16'x30'24" stage</i>	Theater 12,200 Sq. Ft. / 700 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Pop Up Meeting Room</b> Meeting <i>Notes or Exceptions: (2) 6' tables 30"x30" table (3) chairs</i>	Other 200 Sq. Ft. / 8 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Pop Up Meeting Room</b> Meeting <i>Notes or Exceptions: Cocktail rounds</i>	Rounds 200 Sq. Ft. / 10 people <input type="checkbox"/> 24-hour hold



Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Pop Up Meeting Room</b> Meeting <i>Notes or Exceptions: Cocktail rounds</i>	Rounds 200 Sq. Ft. / 12 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Education Session</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Education Session</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Education Session</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Education Session</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Education Session</b> Breakout <i>Notes or Exceptions: 8x24x24 stage and head table for 6 people</i>	Crescent Rounds 2,100 Sq. Ft. / 125 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>Press/Media Office</b> Office <i>Notes or Exceptions: **Breakfast for 20 at 8am**</i>	Rounds 250 Sq. Ft. / 20 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 AM-11:45 PM	<b>AV Storage</b> Storage Room	<input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	8:00 AM-11:45 PM	<b>Exhibit Hall</b> Exhibit <i>Notes or Exceptions: (38) 10x10 booths + space for meals</i>  6:45-7:45am -- Continental breakfast for 550, flow  9:30-10am -- Morning coffee break for 400  12-1:30pm -- Lunch for 500 in rounds  2:30-3pm -- Afternoon coffee break for 400  5:30-7pm -- Reception for 500	10x10 12,000 Sq. Ft. <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	8:00 AM-11:45 PM	<b>Registration</b> Registration <i>Notes or Exceptions: 4 kiosks or built-in desk with room for 700 people to register</i>	Other 7,000 Sq. Ft. / 700 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	8:00 AM-11:45 PM	<b>Pop-up Meeting Room</b> Meeting	Conference 500 Sq. Ft. / 12 people <input type="checkbox"/> 24-hour hold
Tue, 28-Jan-2020	12:00 PM-1:30 PM	<b>Prospect Luncheon</b> Lunch	Crescent Rounds 20 people
Wed, 29-Jan-2020	12:00 AM-12:00 PM	<b>Pop Up Meeting Room</b> Meeting <i>Notes or Exceptions: Cocktail rounds</i>	Rounds 200 Sq. Ft. / 10 people <input type="checkbox"/> 24-hour hold
Wed, 29-Jan-2020	12:00 AM-12:00 PM	<b>Discussion</b> Breakout	Hollow Square 2,300 Sq. Ft. / 65 people

Wed, 29-Jan-2020	12:00 AM-12:00 PM	<b>Discussion Breakout</b>	Hollow Square 2,000 Sq. Ft. / 50 people <input type="checkbox"/> 24-hour hold
Wed, 29-Jan-2020	12:00 AM-12:00 PM	<b>Discussion Breakout</b>	Hollow Square 1,700 Sq. Ft. / 45 people <input type="checkbox"/> 24-hour hold
Wed, 29-Jan-2020	12:00 AM-12:00 PM	<b>Discussion Breakout</b>	Hollow Square 2,300 Sq. Ft. / 65 people <input type="checkbox"/> 24-hour hold
Wed, 29-Jan-2020	12:00 AM-12:00 PM	<b>Discussion Breakout</b>	Hollow Square 1,700 Sq. Ft. / 45 people <input type="checkbox"/> 24-hour hold
Wed, 29-Jan-2020	12:00 AM-12:00 PM	<b>Discussion Breakout</b>	Hollow Square 1,700 Sq. Ft. / 45 people <input type="checkbox"/> 24-hour hold
Wed, 29-Jan-2020	12:00 AM-1:00 PM	<b>Pop Up Meeting Room</b> Meeting <i>Notes or Exceptions: Cocktail rounds</i>	Rounds 200 Sq. Ft. / 12 people <input type="checkbox"/> 24-hour hold
Wed, 29-Jan-2020	12:00 AM-3:00 PM	<b>Move Out</b> Office <i>Notes or Exceptions: Tables set along the perimeter of the room for equipment and supplies. One large table set in the middle for meals/working Large trash cans</i>	Other 600 Sq. Ft. / 15 people
Wed, 29-Jan-2020	12:00 AM-3:00 PM	<b>Registration &amp; Tear Down</b> Registration <i>Notes or Exceptions: 4 kiosks or built-in desk with room for 700 people to register</i>	Other 7,000 Sq. Ft. / 2 people
Wed, 29-Jan-2020	12:00 AM-3:00 PM	<b>Pop Up Meeting Room</b> Meeting <i>Notes or Exceptions: (2) 6' tables 30"x30" table (3) chairs</i>	Other 200 Sq. Ft. / 8 people <input type="checkbox"/> 24-hour hold
Wed, 29-Jan-2020	12:00 AM-5:00 PM	<b>AV Storage</b> Storage Room	
Wed, 29-Jan-2020	12:00 AM-11:45 PM	<b>Show Office</b> Office	Conference 2 people <input type="checkbox"/> 24-hour hold
Wed, 29-Jan-2020	7:30 AM-8:30 AM	<b>Continental Breakfast</b> Breakfast <i>Notes or Exceptions: Foyer of breakouts or in each Discussion breakout room Seating required</i>	Buffet 2,800 Sq. Ft. / 300 people
Wed, 29-Jan-2020	8:00 AM-12:00 PM	<b>Exhibit Hall Tear Down</b> Exhibit <i>Notes or Exceptions: (38) 10x10 booths + space for meals</i>	10x10 12,000 Sq. Ft.
Wed, 29-Jan-2020	10:00 AM-10:30 AM	<b>Coffee Break</b> Break <i>Notes or Exceptions: Foyer of Discussion breakouts</i>	Buffet 2,800 Sq. Ft. / 300 people
Wed, 29-Jan-2020	12:00 PM-5:00 PM	<b>LIMRA 1</b> Meeting	U-Shaped 1,100 Sq. Ft. / 30 people

Wed, 29-Jan-2020	1:00 PM-5:00 PM	<b>LIMRA 2</b> Meeting	U-Shaped 1,100 Sq. Ft. / 30 people
Thu, 30-Jan-2020	12:00 PM-5:00 PM	<b>LIMRA 1</b> Meeting	U-Shaped 1,100 Sq. Ft. / 30 people
Thu, 30-Jan-2020	1:00 PM-5:00 PM	<b>LIMRA 2</b> Meeting	U-Shaped 1,100 Sq. Ft. / 30 people

**F&B Budget** USD \$202,000.00

**Peak Meeting Rooms** 26

**A/V Needs** We will be bringing our own AV company