

Thank you for a successful 2023 IPPE in-person event! We look forward to being with you again in Atlanta at the Georgia World Congress Center for the 2024 IPPE, January 30 – February 1.

To help show management plan the floor space needed for the 2024 IPPE, a **booth survey form** will be made available online beginning January 26, 2023. A survey announcement will be emailed to exhibitor contacts on January 26 for one survey submission per company on or before the **deadline date of February 28, 2023**. Companies will have one month to review results of recent IPPE and determine space needs for next IPPE. The survey will request preferred booth space size, booth type and exhibitor contact information. Results will allow show management to create and prepare floor plans for returning exhibitor booth selection, as well as prepare schedule for booth selection. In mid-April, exhibitor contacts will be notified by email of their scheduled day/time of booth selection. New floor plans will be posted to the IPPE website for exhibitor review in late April.

The **online booth application and space selection will begin May 1** and continue through mid-June. Selection will be based on seniority, in highest-to-lowest order. Seniority is determined by the number of consecutive years exhibited in the IPPE. New exhibitors, and those returning from exhibit years prior to 2023, will gain access to the online booth application and space selection in late June.

Contracts and invoices will be emailed as booth applications and space selections are approved, usually within 1-2 business days of online submission. A \$500 non-refundable application fee will again be due at the time of application, payable by credit card, overnighted check or immediate wire transfer. Please note that your contract is not approved until receipt of the application fee. Refer to the Booth Space Rate and Terms document for pricing and payment information.

Don't miss out on the IPPE seniority period selections! This is your chance to take advantage of your years of seniority and loyalty.

We thank you for your continued support of IPPE, and we look forward to working with you again for the 2024 Expo.

IPPE Show Management