



DECISION SCIENCES INSTITUTE 2023 ANNUAL CONFERENCE

November 18 - 20, 2023

Atlanta Marriott Marquis

265 Peachtree Center Ave. NE

Atlanta, GA 30303

We invite you to join DSI as an exhibitor as we host our 2023 Annual Conference this November in Atlanta, Georgia. This will be our 54th year of service.

Decision Sciences Institute is a professional organization of academicians and practitioners who are interested in the application of quantitative and behavioral methods to the problems of our society. Our members have a keen interest in your company's ideas and publication, and are eager to learn as educators and disseminate information dealing with decision sciences.

Your participation in the DSI 2023 Annual Conference will ensure your organization receives maximum exposure as you display your products and services to our attendees. The exhibit space we have designated at the Atlanta Marriott Marquis is part of the major activity center of the meeting. This large, carpeted hall will be located adjacent to the registration area and the member lounge as well as all breakfasts/coffee breaks. We have also added an additional opportunity you may be interested in - a session timeslot (90 minutes) in the DSI conference program, see details on page 3.

Exhibit booths are scheduled to open on Saturday, November 18 at 9 am. However, vendors are welcome to open earlier to take advantage of the registration opening at 7:30 am and breakfast crowds on Saturday and Sunday that start at 8 am.

PRICES and PAYMENT

Single booth \$800 Double Booth \$1600 -- Deadlines: October 24th

Add-On Session \$500 -- Deadline: July 30th

Payment may be made by credit card or check. Send completed application, signed agreement and payment information to: info@decisionsciences.org OR mail to: Decision Sciences Institute, 4250 Martin Luther King Blvd., Room 325A, Houston, TX 77204-6021. For more information, call DSI at 713.743.4815.

BOOTH SIZE and LOCATION

The standard booth size is pipe and draped 8’ x 10’, with 8’ high back wall and 3’ side drapes. Booths also include a 7” x 44” company name sign. Booth locations depend on sponsorship level, order of application receipt, participation in past DSI meetings and type of exhibit planned. Every effort will be made to ensure exhibitor satisfaction. Notification of booth assignments should be distributed by October 1, 2023, but last-minute exhibitor requests may impact booth numbers assigned.

GENERAL SERVICES and AV CONTRACTORS

F R E E M A N is the official general service contractor and decorator for the DSI 2023 Annual Meeting. Freeman will contact exhibitors by October 1 with complete information on exhibitor services, including material handling and freight instructions, shipping, storage and furniture needs. This year they will be offering a discounted Exhibitor package that includes a 6-foot draped table, 2 chairs and 1 wastebasket; look for this when you receive the Freeman packet. All exhibitor freight must be handled through Freeman and will not be accepted at the hotel prior to the move-in date.

Prestige AV and Creative Services is the Institute’s official audio-visual provider.

SETUP and TEARDOWN

SETUP	Friday	November 17	2 pm - 6 pm
	Saturday	November 18	7 am - 8 am
EXHIBITS BOOTHS OPEN	Saturday	November 18	9 am – 12 noon and 1 - 5 pm
	Sunday	November 19	9 am – 12 noon and 1 - 5 pm
	Monday	November 20	9 am - 12 noon
TEARDOWN	Monday	November 20	12 noon - 4 pm

Add-On Session - \$500 **Note: this is in addition to the normal Exhibitor fee.**

This session can be utilized as a workshop or information gathering/sharing time, will take place concurrently with other DSI sessions, the time can be selected by you with approval from the DSI Executive Director, and cannot be scheduled during any keynote or other special sessions of DSI. You will be required to provide a title for the session, a brief description, and name and email of up to two (2) presenters, along with your choice of 3 session dates/times. The session room will have a screen/projector and hook up for a laptop. You will need to provide your own laptop for any presentations. An email will be sent to all conference attendees approximately one month from the conference open, announcing these Exhibitor sessions. Only one session per exhibitor is available and the deadline to participate in this opportunity is July 30, as we will be finalizing the program schedule in August.

SOCIAL EVENTS

Each Exhibitor will receive one free admission to the DSI Welcome Reception to be held on Saturday, November 18th and one free admission to the President's Reception and Dinner on Sunday, November 19th. *Each additional representative who wishes to attend will need to purchase a ticket. Cost of ticket is \$125 and includes both events.*

EXHIBITOR PRIVATE EVENTS

DSI requests that Exhibitor refrain from planning or hosting any event that will conflict with a scheduled DSI conference event, unless otherwise approved by the Executive Director.

ROOM RESERVATIONS

A room block has been reserved for DSI attendees at the Atlanta Marriott Marquis at a rate of \$205/night. Reservations can be made by calling the hotel directly and requesting the group rate for Decision Sciences Institute or visit our DSI conference website at <https://decisionsciences.org/conference/2023-annual-conference/hotel-travel/>.

CONTACT DSI FOR MORE INFORMATION

For more information about this event, please contact the Home Office directly at 713.743.4815 or email Maria at mhunt@bauer.uh.edu. We encourage you to refrain from emailing credit card information. Simply email the signed Agreement and Exhibitor Information minus the card information and call the Home Office to provide credit card.

AGREEMENT

Agreement dated _____ between _____ and Decision Sciences Institute in accordance with the conditions stated below and the Rules and Regulations for Exhibitors, which also shall be considered as part of the contract for space.

It is hereby agreed that Exhibitors shall indemnify and save harmless Decision Sciences Institute, the Atlanta Marriott Marquis, Prestige AV and Creative Services and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises. Decision Sciences Institute, the Atlanta Marriott Marquis, and Prestige AV and Creative Services will not guarantee against loss of any kind.

The Exhibitor understands that neither Decision Sciences Institute nor the Hotel maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance.

Reasonable care will be secured to protect all exhibits and the exhibit hall will be secured during those times that meetings are not in session.

Agreed and Accepted by:

Company Representative

PAYMENT INFORMATION

Booths @ \$800 each: _____ Extra Tickets @ \$125 each: _____ 1 Session @ \$500: _____

TOTAL PAYMENT DUE: \$ _____

VISA MC AMEX Discover

Credit Card Number: _____

Exp. Date: _____ CSV: _____

Cardholder Name: _____

Signature: _____

Billing Address: _____

City, State, Zip: _____

EXHIBITOR INFORMATION

Organization Name: _____

Primary Contact:
 Name/Title: _____

Address: _____

Primary Contact
 Email: _____

Office Phone: _____ Onsite Contact Email: _____

Onsite Contact Name: _____

Nature of Exhibit

Please provide a full statement of the nature of your proposed exhibit so we can locate your booth for maximum impact.

	Representative - Preferred Name for Badges	Attending DSI Receptions Y or N	Additional Fee \$125
1			<i>FREE</i>
2			
3			
4			
5			
6			