



## 2024 DECISION SCIENCES INSTITUTE ANNUAL CONFERENCE

November 23 - 25, 2024

JW Marriott Desert Ridge Resort & Spa  
5350 E. Marriott Drive, Phoenix, AZ 85054

We invite you to join DSI as an exhibitor as we host our 2024 Annual Conference this November in sunny Phoenix, Arizona. This will be our 55th 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 2024 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 JW Marriott Desert Ridge Resort & Spa is part of the major activity center of the meeting. This large, carpeted hall will be located adjacent to the registration area 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 23 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 \$850      Double Booth \$1650 -- Deadlines: October 24<sup>th</sup>

Add-On Session \$500 -- Deadline: July 30<sup>th</sup>

Payment may be made by credit card or check. Send completed application, signed agreement and payment information to: [info@decisionsciences.org](mailto:info@decisionsciences.org) OR mail to: Decision Sciences Institute, 4725 Teal Bend Blvd. P.O. Box 612, Fresno, TX 77545  
 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, 2024, but last-minute exhibitor requests may impact booth numbers assigned.

**GENERAL SERVICES and AV CONTRACTORS**

**Alliance** is the official general service contractor and decorator for the DSI 2024 Annual Meeting. Alliance will contact exhibitors by September 15 with complete information on exhibitor services, including material handling and freight instructions, shipping, storage and furniture needs. They will be offering an Exhibitor package that includes a 6-foot draped table, 2 chairs and 1 wastebasket; look for this when you receive the Alliance packet. All exhibitor freight must be handled through Alliance 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**

<b>SETUP</b>	Friday	November 22	2 pm - 6 pm
	Saturday	November 23	7 am - 8 am
<b>EXHIBITS BOOTHS OPEN</b>	Saturday	November 23	9 am – 12 noon and 1 - 5 pm
	Sunday	November 24	9 am – 12 noon and 1 - 5 pm
	Monday	November 25	9 am - 12 noon
<b>TEARDOWN</b>	Monday	November 25	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 23rd and one free admission to the President's Reception and Dinner on Sunday, November 24th. *Each additional representative who wishes to attend will need to purchase a ticket. Cost of ticket is \$200 and includes both events.*

## **EXHIBITOR PRIVATE EVENTS**

DSI requests that Exhibitors 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 JW Marriott Resort & Spa at a rate of \$205/night. Reservations can be made by visiting our DSI conference website at <https://decisionssciences.org/conference/2024-annual-conference/hotel-and-travel/>.

## **CONTACT DSI FOR MORE INFORMATION**

For more information about this event, please contact the Home Office directly at 713.743.4893 or email Vivian at [vlandrum@bauer.uh.edu](mailto:vlandrum@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 JW Marriott Desert Ridge Resort & Spa, 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 JW Marriott Desert Ridge Resort & Spa, 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**

Single Booth @ \$850: \_\_\_\_\_ Extra Tickets @ \$200 each: \_\_\_\_\_ 1 Session @ \$500: \_\_\_\_\_  
Double Booth @ \$1650 \_\_\_\_\_

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.

	<b>Representative - Preferred Name for Badges</b>	<b>Attending DSI Receptions Y or N</b>	<b>Additional Fee \$200</b>
1			<i>FREE</i>
2			
3			
4			
5			
6			