Today’s Webinar Hosts

ILTA’s Service Delivery Events Team
events@iltanet.org

Dawn Hudgins
SVP, Service Delivery

Tracie McCray
Director of Event Education Operations

Jessica Lykins
Event Operations Manager

ILTA’s Business Development Team
sponsor@iltanet.org

Tyler Howes
Senior Director of Business Development

Ashley Kowitz
Customer Success Manager

Sharon Stewart
Customer Success Manager
IMPORTANT DATES

JUNE

30 – Last Day to Book a Demo Room!
30 – Last Day to Sponsor ILTACON attendee t-shirt, golf carts, mobile app, wifi network, and receptions!
30 – Last Day to Purchase Exhibit Hall Overhead Banner Space

JULY

14 – ILTACON Housing Block Closes
25 – WEBINAR – What to Expect at ILTACON
31 – Deadline to Request Function Space
31 – GES Discount Deadline

AUGUST

20 – REGISTRATION OPENS On Site!

https://www.iltanet.org/get-involved/bpopps
Important Dates

FEBRUARY
February 9 - Onsite Planning Kick-off

MARCH
March 15 - ILTACON Information Booth Lottery Webinar - Slides
March 15 - Meeting Space Request Process Starts - Recording and Form
March 20 - Speaker Applications Open
March 29 - Attendee Speaker Informational Webinar - Recording and Slides
March 30 - BP Booth Lottery - Recording and Slides
March 31 - Educational Grid Released Event Agenda

Quick Links

Forms
Affiliate Space Request Form
Company Updates Form
Master Class Submission Form
Press Wall Request
Sponsorship Logo Submission Form

Hotel Resources
Property Prospects Walk-through "NEW"
3D Walkthrough of the ILTA Campus, Exhibit Hall, pre-function, demo rooms, etc.

Event Resources
Sample Certificate of Insurance 1
Login Walt Disney World Swan and Dolphin as Certificate Holder
Sample Certificate of Insurance 2
Login ILTA as Certificate Holder

https://ilta2.my.site.com/exhibitordash/s/
You must be logged in to view.
IMPORTANT REMINDER

Scams proliferate through the event industry preying upon exhibitors who are too busy or aren’t paying close enough attention. Known industry scams are housing/hotel poaching, attendee list sales, and companies claiming to be an official or exclusive contractor for ILTACON.

BEWARE OF ANYONE soliciting on behalf of ILTA or ILTACON – when in doubt – email events@iltanet.org or sponsor@iltanet.org

Since April 10th, we have sent approx. a dozen Cease & Desist letters for fake attendee and email campaigns - you can expect more to come.

As a reminder, ILTA does not sell emails nor attendee lists. If you receive such an offer, please handle it like you would any other junk email.

I look forward to seeing many of you in 2.5 months at ILTACON!
Housing Reminders

- You have three options for making reservations
  - Individuals can book their own hotel accommodations using the link provided in their registration confirmation email.
  - Individuals can book up to 15 rooms at a time in our housing portal for their entire group.
    - NOTE - We will be auditing the rooming list against the paid purchases list to ensure only one hotel room is booked for each purchased pass.
  - A block of more than 15 rooms can be requested by submitting a sub-block request form
- All hotel reservations must be made prior to July 14th.
  - For those holding larger blocks of rooms, you will have three weeks to use all held rooms before they are released back into our inventory.
- There is a $50 cancellation fee for reservations cancelled at any point in time.
- The Swan and Dolphin will collect a two-night room and tax deposit on each reservation. This is refundable if room is cancelled more than 7 days prior to arrival.
- The Yacht and Beach Club will collect a one-night room and tax deposit on each reservation. This is refundable if room is cancelled more than 7 days prior to arrival.
- General questions for modifying/cancelling/adding reservations, email iltacon@conferencedirect.com
GES SERVICE KIT

ILTACON
Walt Disney Dolphin Hotel
Monday, August 21 - Thursday, August 24, 2023
Order GES Services by Monday, July 31 for Best Pricing

Event Resources
Sample Certificate of Insurance 1
Lists Walt Disney World Swan and Dolphin as Certificate Holder
Sample Certificate of Insurance 2
Lists ILTA as Certificate Holder
FOOD AND BEVERAGE

All Food & Beverage must be sourced through the WDW Swan & Dolphin or Disney’s Yacht & Beach.
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<thead>
<tr>
<th>Year</th>
<th>Dates</th>
<th>Location</th>
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<tr>
<td>2024</td>
<td>11 – 15 Aug</td>
<td>Gaylord Opryland, Nashville, Tennessee</td>
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<td>10 – 14 Aug</td>
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QUESTIONS