

## Exhibitor FAQ

The questions and answers below are focused on the most often asked questions about exhibiting at MANTS. But it would be shortsighted not to address the pandemic at the outset.

We are fully planning on MANTS being held in-person at the Baltimore Convention Center in January 2022, and we look forward to having everyone together.

The health and well-being of everyone are of utmost importance, and we are working diligently with our allied business partners from the Baltimore Convention Center, Visit Baltimore, Shepard Exposition Services, and hotel partners to implement the best health and safety practices possible to ensure we have a successful event where everyone feels safe while conducting business. The MANTS website is replete with information and links on our health and safety practices and our commitment to safety.

We ask that all participants use these resources and adhere to these practices so that everyone can have a safe and enjoyable experience.

### What are the show dates?

Wednesday, January 5 - Friday, January 7, 2022

### What are the show hours?

January 5 and 6 (9am - 5pm)

January 7 (9am - 2 pm)

### Are there booth spaces available?

MANTS has a waiting list for exhibitors and the only way to get into the show is to complete our online waitlist application on the homepage of [mants.com](https://mants.com). There is no fee for submitting a waitlist application and the cost for a single booth (10x10) at the 2022 show is \$1,230. You may request as much space as you think you will need.

### What does it cost to attend?

\$20 per person through Wednesday, December 1, 2021

\$30 per person beginning December 2 and onsite

*The MANTS registration fee is for all three days, not per day.*

### Do exhibitors receive complimentary admission to the show?

Exhibiting companies receive 2 complimentary passes for each 8x10 or 10x10 exhibit space. Once the company has reached its allotment, the pricing above applies.

### **What is the exhibits cancellation policy?**

Any exhibitor who cancels their exhibit space by September 30 will receive a full refund. Any exhibitor who cancels their exhibit space after September 30 will incur a \$200 per booth cancellation service fee. The balance will only be refunded if MANTS is able to resell the exhibit space. Any exhibitor who cancels their exhibit space after October 30 forfeits the entire exhibit fee. In the unlikely event the City or State prohibits the use of the Baltimore Convention Center, exhibitors will receive a full refund. Exhibitors who are no shows at MANTS will not receive a refund and forfeit their opportunity to exhibit at future shows.

### **What is the best way for an exhibitor to prepare for MANTS?**

Whether you have been at MANTS for 52 years or this is your first time exhibiting, your exhibitor manual should be your “go-to” resource for everything you need to prepare for the show. The manual can be found on your exhibitor console or the exhibitor page at [mants.com](http://mants.com). The manual has a checklist right in front to guide you through your preparations. We strongly suggest bookmarking the manual, so it is at your fingertips whenever you need it.

### **How do I order tables, chairs, carpet, labor, shipping, and other services?**

The General Service Contractor for MANTS is Shepard Exposition Services. All exhibitors will receive an introduction email from Shepard with login instructions and details on how you can order all show services and items for your booth. Please email the Exhibitor Services Department at [baltimore@shepardes.com](mailto:baltimore@shepardes.com) should you have any questions.

### **How do I order utilities (electric, internet, telecom, A/V) services for my booth?**

Utility (electrical, water fill and drain or air), Telecommunication and/or Audio-Visual services for your exhibit space must be ordered directly from the exclusive subcontractors affiliated with the Baltimore Convention Center. Details on how to order one or more of these services are outlined in the MANTS Exhibitor Manual. While order forms are available in the back of the manual, whenever possible exhibitors, are encouraged to order online.

### **When can I expect to receive my registration badge in the mail?**

If you register before Wednesday, December 1, exhibitor badges are mailed to the address of the company’s primary contact unless you requested to pick up your badge onsite.

Exhibit staff who are not at the company’s primary address should request to pick up their badges onsite. Any exhibitor registered beginning December 2 would also need to pick up your badge(s) onsite at Pre-Registered Xpress in either the Pratt Street or Charles Street registration lobbies. Only Pratt Street Reg is open on Tuesday.

International and Press badges will not be mailed. Please pick up your badge(s) onsite at Pre-Registered Xpress.

Badges are required to be worn at all times. No one will be admitted to the Trade Show Floor without a badge. Exhibitors who do not have badges during move-in may pick up a temporary wristband at the show office.

### **Where can I park and how much does it cost?**

MANTS runs a complimentary shuttle during move-in, move-out and on show days from Lot C at the Camden Yards Sports Complex. Lot Rates for cars run from \$10 to \$25 per day depending upon your arrival times. The Lot C rates and shuttle schedule can be found on the travel page at [mants.com](https://mants.com).

For oversized vehicles, and overnight parking for oversized vehicles, please refer to your exhibitor manual.

### **Does MANTS have a hotel room block?**

Yes. MANTS contracts with up to nine hotels, each within walking distance of the Baltimore Convention Center, at all different price points to meet the needs of our attendees. To get the MANTS discounted rates, you need to make reservations online at [mants.com](https://mants.com) or by calling the Visit Baltimore Housing Bureau at 800-282-6632.

### **Where can we rent items for people with need?**

If you need a scooter to get around the show, we ask that you rent or bring your own, which you may securely store and charge overnight at the show office. If you need local rental information, please contact the MANTS Office at 410-296-6959, before Friday December 17 to ensure we can be of assistance.

### **What are the future show dates?**

2023 - JANUARY 11-13

2024 - JANUARY 10-12

### **How do I get more information about MANTS?**

Our website, [www.mants.com](https://www.mants.com) is always the best place to start. But we are always glad to talk about MANTS and welcome your phone calls at 410-296-6959. You may also email questions to [info@mants.com](mailto:info@mants.com).

After Friday, December 31, and beginning Monday, January 3, 2022, you must contact MANTS using our convention center show office phone number, 410-649-7472.

The main **MANTS OFFICE WILL BE CLOSED**, there is no answering machine, and **WE WILL NOT BE CHECKING EMAIL.**

**If you need to reach show management or the office, you must call 410-649-7472.**