

## **Exhibitor FAQ**

The questions and answers below are focused on the most often asked questions about exhibiting at MANTS.

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

Wednesday, January 11 - Friday, January 13, 2023

### **What are the show hours?**

January 11 and 12 (9am - 5pm)

January 13 (9am - 2 pm)

### **Are there booth spaces available?**

While MANTS generally does have a waiting list for the show, there are currently a limited number of exhibit spaces available. Interested and potential future exhibitors must complete our online waitlist application on the homepage of [mants.com](http://mants.com). There is no fee for submitting a waitlist application and the cost for a single booth (10x10) at the 2023 show is \$1,290. You may request as much space as you think you will need.

### **What does it cost to attend?**

\$20 per person through Friday, December 2, 2022

\$30 per person beginning December 3 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 53 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](https://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?**

**NEW FOR MANTS 2023 - MANTS Badges will not be mailed for the 2023 show.**

ALL badges must be picked up onsite beginning at 11 am on Tuesday, January 10 in the Pratt West Registration Lobby. We plan to have a satellite registration station in the lobby of the Baltimore Hilton as well.

Unique emails must be used to ensure that registrants receive their proper badge. Anyone registering multiple people with a single email will receive all the confirmations, reminders, and associated communications for those registered badges. Likewise, all badges registered to a single email will be printed all at once onsite and the individual, not MANTS, is responsible for the distribution of those badges.

Badges are required to be worn at all times. No one will be admitted to the Trade Show Floor without a badge. During move-in, exhibitors may pick up a temporary wristband at the staging lot, security entrance, or at the show office.

Please share this message with your exhibit staff and anyone who is registering or registering staff for your company.

## **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](http://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](http://mants.com) or by calling the Visit Baltimore Housing Bureau at 800-282-6632.

Do not fall prey to housing scams. No one from MANTS or the Housing Bureau will contact you about making reservations for the show. You will only be contacted if you contact the Housing Bureau first.

### **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.

### **Are there any pandemic restrictions or mandates in Baltimore City?**

As of September 20, 2022, there are no pandemic related restrictions or mandates of any kind in Baltimore City or at the Baltimore Convention Center.

The health and well-being of everyone are of utmost importance, and just as in the past, MANTS continues to work with our allied business partners from the Baltimore Convention Center, Visit Baltimore, Shepard Exposition Services, and hotel partners to follow the best health and safety practices possible to ensure we have a successful event.

If there are any changes to the Baltimore City health Policies, registrants will be notified via email and announcements will be posted on [mants.com](http://mants.com).

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

2024 - JANUARY 10-12

2023 - JANUARY 8-10

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

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

After Friday, January 6, and beginning Monday, January 9, 2023, 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.