



FAQ'S



GENERAL QUESTIONS

WHERE WILL THE 2024 CONVENTION TAKE PLACE?

The Kalahari Convention Center
1305 Kalahari Dr
Baraboo, WI 53913

WHAT ARE THE SHOW DATES AND EXHIBIT HOURS?

Tuesday, December 3, 5 - 6:30PM
Wednesday, December 4, 9:30AM - 4PM
Thursday, December 5, 9:30AM - 1PM

HOW DO I BOOK MY HOTEL?

Rooms are available at the Kalahari for a discounted rate of \$154. To book a room, follow this [link](#), or scan the QR code.

Please book your rooms by November 1, 2024



EXHIBITOR QUESTIONS

HOW CAN I EXHIBIT AT THE MWFEPA CONVENTION?

Exhibitors are required to be an Associate Member in good standing of MWFEPA in order to exhibit at this Convention. If you have not yet explored membership with us we would be pleased to discuss options and the benefits of joining.

Current MWFEPA members can visit mwfpa.org to register for your booth.

WHAT ARE MOVE-IN AND/OR MOVE-OUT TIMES?

Move-In: Tuesday, Dec 3, 9:00AM - 4:00PM

Large equipment must be moved in on this date

Wednesday, Dec 4, 6:30 - 7:30AM

Move-Out: Thursday, Dec 5, 1:00 - 6:00PM

No early tear downs allowed

HOW MANY COMPLIMENTARY BOOTH STAFF BADGES DO WE RECEIVE?

Each booth includes two booth staff.

CAN I PURCHASE ADDITIONAL BOOTH STAFF BADGES?

Yes, each additional booth staff person will be \$125 each.

HOW DO I UPDATE MY COMPANY INFORMATION FOR INCLUSION IN THE CONVENTION SHOW GUIDE?

Information will be used from your booth registration information. If you would like to provide a different contact person, please email us at info@mwfpa.org.

WHAT IS THE CANCELLATION POLICY?

There will be no refunds for cancellations of exhibit space after September 1, 2024.

WHO IS THE OFFICIAL SERVICE CONTRACTOR FOR THE MWFP CONVENTION?

VALLEY EXPO SERVICES:

Will provide booth setup and supplies for the exhibit hall and handle freight. Items included with your booth are a 6' display table, two chairs, a waste basket, and company name sign. Additional items, such as electrical setup, may be ordered in advance of the show. Please reference our website to view the full exhibitor kit. Ordering online may also be accomplished at: www.valleyexpodisplays.com.

WHOM DO I CONTACT REGARDING SPONSORSHIP OPPORTUNITIES?

You can view current sponsorships on our [website](#), or email us at info@mwfpa.org.

IS THERE A 2024 ATTENDEE E-MAIL LIST AVAILABLE TO EXHIBITORS?

We do not give out attendee e-mail addresses, however we can provide names and companies of attendees from 2023.

ATTENDEE QUESTIONS

WILL MY BADGE BE MAILED TO ME?

No, badges will be available to print beginning Tuesday, Dec 3 from 9AM - 4PM.

HOW MUCH DOES ATTENDEE REGISTRATION COST?

MWFPA members and non-members are welcome to attend.

Member Full Show- \$225

Non-Member Full Show- \$350

Member Wednesday Pass- \$150

Non-Member Wednesday Pass- \$275

Member Thursday Pass- \$100

Non-Member Thursday Pass- \$100