



20th Annual Conference and Trade Show
Little Rock, AR
Oct. 9th - Oct. 12th, 2023
Exhibitor Information

Prospective Vendors

This year's event will be in **Little Rock, AR**.

The ATOA is proud to extend this invitation to you for this year's event. The tradeshow will be on the second day of the conference on Tuesday Oct. 10th at the Little Rock – Double Tree Hotel.

Exhibitors Trade Show: Double Tree Hotel – Little Rock

Date: Mon. Oct. 9th, 3:00 p.m. to 5:00 p.m. Vendor Set Up

Tues. Oct. 10th, 7:00 a.m. to 4:00 p.m. (Breakdown at 4:00 p.m.)

Range Demonstration / 2 Gun Competition - Monday (Time and location TBD) (Diamond Vendors)

*Online registration is mandatory (register early space is limited)

****overnight off duty officer provided to guard booths and equipment and the trade show room will be locked.**

Conference Reception Meet and Greet

(This event is for all attendees, instructors, and vendors) (Attendance is encouraged. Door prizes will be awarded at this event.)

Date: Tues. Oct. 10th, 5:30 p.m. to 6:30 p.m. (in foyer outside trade show space)

***There will be finger foods and a cash bar.**

Booth Information: See Vendor package information sheet

Cost: based on choice of vendor package

Location: ATOA determines table location (you may request to be close to a distributor or other company)

Registration Deadline: September 15th, 2023

Host Hotel: Double Tree (Hilton) – Little Rock

424 W. Markham, Little Rock, AR 72201

501-372-4371

The booking link is included in your email correspondence and will calculate the correct rates.

(If you call make sure to tell them you are a Vendor for the ATOA Conference)

Set up and Removal: Set up will begin at 3:00 p.m. Monday Oct. 9th. Break down and removal will begin at 4:00 p.m. Tuesday Oct. 10th and must be completed by 5:00 p.m.

Electricity must be requested

Hospitality: Vendor hospitality will begin at 7:30 p.m. Monday Oct. 9th, in the presidential suite.

Banners and Products for Sale: The ATOA encourages all exhibitors to bring items to sell at the show. No banner, other than booth displays, to be displayed at the conference without prior ATOA approval.

***see sponsorship packages for banner information**

Rejection of Application: The ATOA reserves the right to refuse or reject any Exhibitor Show Application. The ATOA holds the right to remove cancel or refuse the admission to any persons or company whose conduct or display is incompatible with the general character, safety, and objects of the ATOA Annual Training Conference.

Use of Exhibit Space: Exhibitors and /or sponsors may not reassign, remove, change, or alter any other exhibitors assigned display area. Exhibitors are responsible for the security of their products, goods, and/or display materials during the trade show. **Firearms must be kept unloaded at all times!!**