

EXHIBITOR KNOW BEFORE YOU GO
IIDA MINNECON
ALLIANZ FIELD | OCTOBER 12, 2021
(updated 10/4/21)

Location: Allianz field is a semi-covered, open-air stadium, because of this you will need to **dress for the weather accordingly**. All booths and tables are in a covered location, except for the space directly in front of the Brew Hall, which is not an assigned booth space.

Safety: Masks are currently required at all IIDA Northland events including Minnecon, except when eating or drinking. Sanitation stations will be located at the entrance of the field and throughout for your convenience. Cleaning staff will also be on-site during the event to maintain a safely cleaned event space. Allianz and IIDA Northland take your safety very seriously and we continue to monitor COVID-19 safety recommendations from the State and Local government and will adjust protocols as needed. We appreciate your flexibility and cooperation as we respond to emerging COVID concerns with safety protocols.

Booth Assignments:

See our [Booth Map](#) to locate your booth & table assignment. Please note, the Minnecon committee worked hard to accommodate all requests for booth placements. Booth placements were assigned on a first come, first serve basis with priority to our sponsors.

Booths:

Booths are a blank 10x10 space with concrete floor. Your booth location will be marked off with your assigned booth number. Maps and volunteers will also be present to assist you in finding your booth space. This year there will be no pipe and drape, and no vendor name signs provided. To enjoy the full view of Allianz field, we decided to keep the space as open as possible. Vendors may bring their own banners and signage since they will not be provided by IIDA Northland.

30" D Bar High Top Table Spaces:

If you rented a high top table, instead of a booth, the tables are a 30" D bar height table with spandex. Your table location will be marked off with your assigned table letter. Maps and volunteers will also be present to assist you in find your table space. This year there will be no pipe and drape, or vendor name signs in order to enjoy the full view of Allianz field. A table will be provided but chairs will not. Vendors may bring their own banners and signage since they will not be provided by IIDA Northland.

For vendors needing additional resources (i.e., tables and chairs) please contact our preferred vendor Chrom Expo to select from a menu of resources. Contact:

jeremy.egenberger@chromexpo.com

Vendors in Booths: We recommend only 2 vendors per booth at a time for the safety and comfort of our attendees. Please adjust your shift schedules to accommodate this limited number of vendors and be mindful of practicing social distancing.

Load-In:

[Load in & Load Out Assignments are HERE](#)

When you arrive, check in with an IIDA Minnecon volunteer to receive your wristband for access to the concourse. All persons entering the concourse will need a security wristband to enter. Load in will take place at the South-East entrance. Doors will be removed to create a 8'0"W x 9'8"H size entrance which will allow vendors to roll their product directly onto the concourse. **Please note, this is not a loading dock.** If a loading dock is required, please contact IIDA Minnecon by October 1st, and we will work with you on arranging access. Allianz does have a loading dock that is connected to their food service entrance and is not directly accessed from the concourse.

Load-in spaces have a **15-minute time limit**, you may be asked to move to accommodate the volume of traffic if you exceed this timeframe.

Fully unload and move your truck/ vehicle away from the dock into a parking spot in LOT A BEFORE continuing into your booth space in the concourse.

Do not leave your truck parked at the loading area for any reason, drivers must remain with trucks while at the load-in area. It is recommended vendors provide their own carts/ dollies to expedite the load in process.

The following loading-in schedule has been established for IIDA Minnecon

Monday, October 11

8-5PM

Tuesday, October 12

10-11AM – **NORTHEAST ENTRANCE ONLY**

The following load-out schedule has been established for IIDA Minnecon

Tuesday, October 12

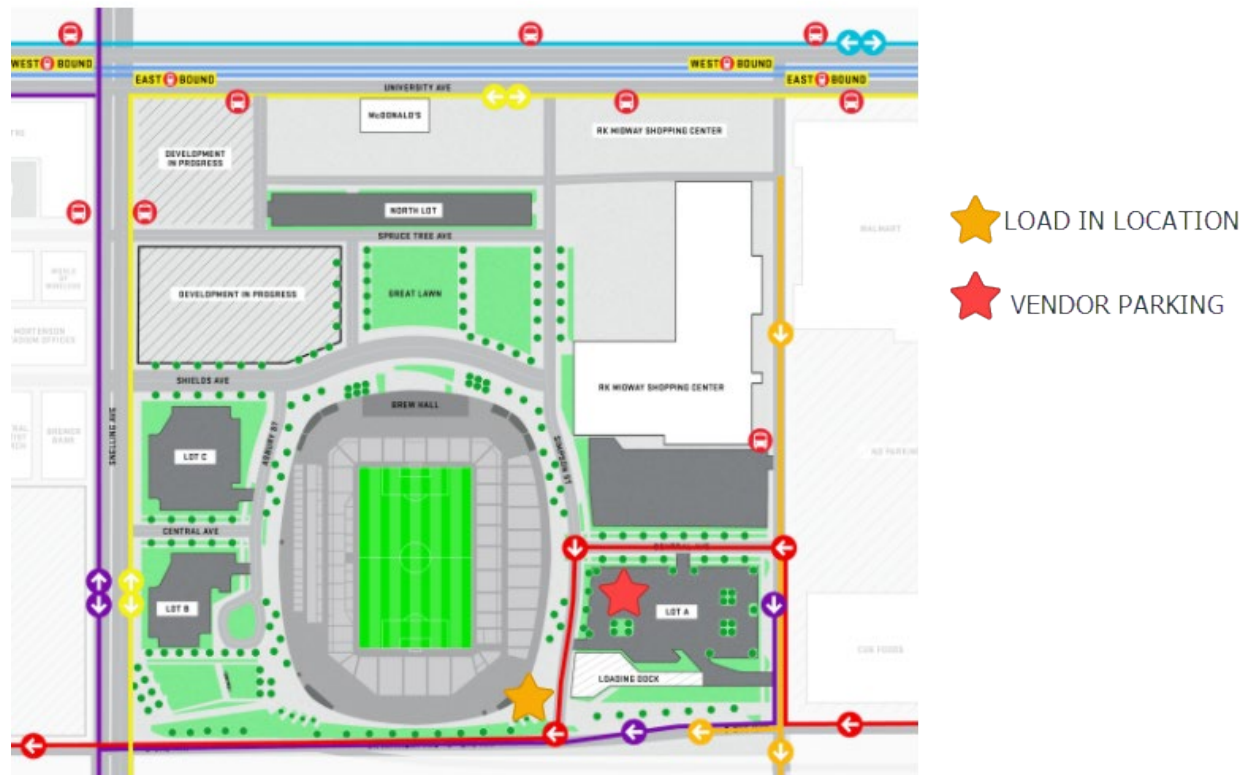
5-7PM

Wednesday, October 13

8-12PM

***Load-in / Load-out scheduled times were assigned based on your registration preferences and are noted on the attached spreadsheet and can't be changed without consent from IIDA Minnecon.**

Directions: [LINK HERE](#)



Parking: Lot A, directly adjacent to the load-in space is encouraged for use for our vendors during load-in and day of the event. Lot B & C are also available. All lots are free and are a first come, first serve basis.

Power & Electrical:

There are electrical outlets built into the field facing booths of Allianz Field. If you requested a powered booth, it will be marked by a ⚡ symbol. **Allianz Field does not provide extension cords or power strips.**

Dining Options: We will have multiple concession stands & food vendors (J. Selby and Vegetarian Noodles!) open for lunch and snacks during the day. The Brewhall and beverage station in the Southwest corner of the concourse will be serving up beer, wine and cocktails of choice! Water stations will be located at North and South sides, water fountains are running, and beverages are available for purchase.

Prohibited Items:

Outside food & beverages (this includes giveaways), balloons, and glitter are prohibited inside the stadium. Delaware North is Allianz Field’s food vendor and may be contact if you wish to

provide food and beverages in your booth to your guests. Please contact Kendall at KFossand@delawarenorth.com if interested.

Damages:

Any taping, adhering, or hanging to Allianz property is not allowed without consent from Allianz events & Minnecon. Any damage done to Allianz field will be billed accordingly to the group responsible. This includes additional cleaning fees (i.e. adhesive removal).

Left Property: All property items must be gone from the field by **12:00p on Wednesday, October 13th**.