

71st ANNUAL Employee Benefits Conference

November 9-12, 2025

Hawai'i Convention Center | Honolulu, Hawaii

Preconferences: November 7-9



Honolulu 2025 Exhibit Booth and Sponsorship Selection

On-site booth space and sponsorship selection for the November 9-12, 2025 Annual Conference in Honolulu, Hawaii will begin on Monday, November 11, 2024 at **7:00 a.m.** and continue as needed through Tuesday, November 12, 2024 until 11:00 a.m. in Hall E of the San Diego Convention Center in San Diego, California.

Convention center doors will not open until 6:00 a.m. Booth space selection will take place at Exhibitor Registration located in Hall E of the San Diego Convention Center, in the International Foundation Show Office, next to Exhibitor Customer Service.

Quadruple and Triple Booths: To make booth space selection an easy and efficient process, a priority point system for each organization based on exhibit, sponsor and advertising revenues has been established. Based on this history, past exhibitors purchasing quadruple, triple and select double booths can choose their booths prior to the conference. If you are interested in a quadruple or triple booth for 2025, please reach out by October 4, 2024.

Triple, Double and Single Booths

For remaining triple, double and single booths, the selection process will continue as in previous years. Starting Monday, November 11, 2024 at 7:00 a.m., all exhibitors can sign up to receive their priority number for booth selection.

Appointments based on your priority number will then begin.

Monday—7:00-7:30 a.m. for those selecting triple/double booths,
7:30-10:00 a.m. and 1:30-3:30 p.m. for those
selecting single booths

Tuesday— 8:00-11:00 a.m. for remaining booth selection

Each priority number will have a scheduled time for booth space selection. Please make every effort to attend your scheduled selection time. Booth selection can go quickly and sometimes ahead of schedule. If you are not present, we will move on to the next appointment. If you miss your appointment, you may need to reschedule or register postconference. Please complete your Exhibit Contract prior to your appointment.

Organizations scheduling appointments must represent a single line of business.

For more information, contact:

Julie Ichiba | (262) 373-7674 | jichiba@ifebp.org



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Booth Payment Policy—Please Read Carefully!

Early booth prices for 2025

\$7,000 corner booth	Deposit required: \$3,500
\$6,500 in-line booth	Deposit required: \$3,250
\$13,500 corner and in-line booth	Deposit required: \$6,750
\$14,000 two corner booths	Deposit required: \$7,000

- A deposit of **50% of the total cost of the booth space(s)** is required.
- Applications and hotel room reservations will not be processed without the completed application and deposit. Sorry, we do not invoice.
- Balances are due by March 28, 2025.

To Secure and Hold Booth Space for 2025:

1. Complete pages 9, 11, 12 and 16 of the *2025 Exhibitor Prospectus* and submit with payment.
2. Credit cards or checks will be accepted to reserve your booth space.
3. Please do not email or send your applications to the International Foundation office. They will not be accepted in the Foundation office until after November 13, 2024.
4. Booth fees will increase after August 11, 2025.

Booth Cancellation Policy—Please Read Carefully!

- An administrative fee of 25% of the total cost of the booth space(s) will be charged for cancellations received in writing prior to March 28, 2025.
- Cancellation of space cancels all complimentary registrations.
- No refunds will be granted after Wednesday, May 14, 2025. Please refer to Contract Terms and Regulations in the *2025 Exhibitor Prospectus*.
- Booth locations may be subject to change with a downsizing of booth space.

Sponsorships

Plan your budget now to include a high-visibility sponsorship for greater brand exposure. **Exclusive Titanium and Platinum-Plus** sponsorships have first right of refusal on continuing their sponsorships for the following year. **All other sponsorships** may also be secured at this time for greater promotion. Contact dianem@ifebp.org for more details on sponsorship opportunities.