



# General Information

## [2026 Exhibitor Resource Page](#)

You can access the ASHRM Exhibitor Resource page [here](#). We suggest bookmarking and visiting this page for all the latest exhibitor updates, including the exhibitor manual, registration and housing information, as well as upcoming important dates and deadlines.

## [ASHRM Show Management](#)

The ASHRM Show Management (Smithbucklin) Office will be located at the back right side of the exhibit hall near The Expo Group service desk. Prior to the show, contact ASHRM Show Management, at [ASHRM@smithbucklin.com](mailto:ASHRM@smithbucklin.com) for any questions you may have.

## [Directory of Contractors & Staff List](#)

Unofficial vendors may reach out to exhibitors to solicit business, giving the impression they are an official ASHRM vendor. A full list of ASHRM Staff and the Directory of Contractors can be found below. If unsure of a vendor, please contact [ASHRM@smithbucklin.com](mailto:ASHRM@smithbucklin.com) or refer to the Directory of Contractors & Staff.

<b>Audio Visual</b> The Expo Group & Pixel <a href="mailto:exhibitorservice@theexpogroup.com">exhibitorservice@theexpogroup.com</a> 972.580.9000	<b>Electrical Services</b> The Expo Group <a href="mailto:exhibitorservice@theexpogroup.com">exhibitorservice@theexpogroup.com</a> 972.580.9000	<b>Lead Retrieval</b> CVent <a href="mailto:leadcapture@cvent.com">leadcapture@cvent.com</a> 866.318.4357 Press 1>1>6
<b>Booth Rental – Furniture</b> The Expo Group & Pixel <a href="mailto:exhibitorservice@theexpogroup.com">exhibitorservice@theexpogroup.com</a> 972.580.9000	<b>Internet &amp; Cable</b> SmartCity <a href="#">Online Ordering</a>	<b>Registration/Exhibitor Badges</b> ASHRM <a href="mailto:ASHRMed@aha.org">ASHRMed@aha.org</a>
<b>Catering</b> Aventura <a href="mailto:Brown-sandy@aramark.com">Brown-sandy@aramark.com</a> 602-534-8600	<b>Labor/Display Installation</b> The Expo Group <a href="mailto:exhibitorservice@theexpogroup.com">exhibitorservice@theexpogroup.com</a> 972.580.9000	<b>Shipping/Material Handling</b> The Expo Group <a href="mailto:exhibitorservice@theexpogroup.com">exhibitorservice@theexpogroup.com</a> 972.580.9000

### Exhibit Hall Admission Hours

Exhibitors will be allowed on the exhibit floor at the following times:

Saturday, October 3	8:00 AM – 4:30 PM
Sunday, October 4	8:00 AM - 6:00 PM
Monday, October 5	8:00 AM – 6:30 PM
Tuesday, October 6	7:30 AM – 8:00 PM

Exhibitors can gain access to the exhibit hall on **Saturday, October 3**, starting at 8:00 a.m., by obtaining a wristband at the exhibit hall entrance from the security guard. The guard will have a list of all the exhibiting companies. Starting on **Sunday, October 4**, an ASHRM exhibitor badge is required for admittance to the exhibit hall.

### Exhibitor Events

Exhibitor activities that conflict with the conference program are not permitted. If an exhibitor wants to host an event, please fill out the [Meeting Event Space Request](#).

### Exhibitor Lounge

ASHRM will provide an Exhibitor Lounge on the show floor. Plan to stop by for complimentary water, coffee and snacks throughout the day. The exhibitor lounge is connected to the ASHRM Show Management office, located behind the 600 aisle in the exhibit hall.

### Exhibitor Service Center

The Expo Group will staff an Exhibitor Service Center throughout the show to help exhibitors with all orders and services. The service center will be located behind the 600 aisle in the back right side of the exhibit hall. Exhibitors may follow up on advance orders as well as place any onsite orders at the Exhibitor Service Center. Place orders with pre-payment by **Monday, August 31** to save on all services.

### Schedule-at-a-Glance

You can view the full [ASHRM 2026 schedule](#) online. A detailed Exhibit Hall schedule can be found on the [Exhibitor Resources](#) web page.

### Unauthorized Vendors

For the security of your company, please make your arrangements for ASHRM 2026 directly using information provided via email from ASHRM, Smithbucklin and The Expo Group. If there is ever a question about a communication received, please check with ASHRM Show Management by emailing [ASHRM@smithbucklin.com](mailto:ASHRM@smithbucklin.com) to confirm whether the provider is an authorized or preferred provider before ordering service or remitting payment. AHE is not responsible for services booked through anyone other than official

venders nor can ASHRM guarantee the authenticity of those offers.