

APPLICATION AND CONTRACT FOR EXHIBIT SPACE



AHIMA 2025

Meeting Dates: October 12-14, 2025
Exhibit Dates: October 12-14, 2025
Minneapolis Convention Center | Minneapolis, MN

Contact Information

Company Name.....
Contact..... Job Title.....
Tel (direct only)..... Mobile (required).....
Email (direct only)..... Web Site
Address
City..... State..... Zip..... Country.....

Exhibit Space

Cost options: \$52.00, \$38.00, \$37.00 per sq. ft.
Corner Fee: \$250 per corner
Size: _____ (min. 10'x10') Preferences: 1st _____ 2nd _____ 3rd _____ Booth Cost: \$ _____
Total Cost of All Items: \$ _____

Payment Information

Cancellation Penalties

Table with 2 columns: Deposit and Payment Schedule. Rows include: Through December 19, 2024, 0% due with contract; December 20, 2024-April 30, 2025, 50% due with contract; On or after May 1, 2025, 100% Due with Contract. Includes a paragraph about failure to pay 100%.

Table with 2 columns: Cancellation Penalties. Rows include: Through April 30, 2025, 50% of contracted amount; On or after May 1, 2025, 100% of contracted amount. Includes a paragraph about cancellation procedure.

Submit application to:
Email: ahimaexhibits@spargo.com

Need Help? Contact:
ahimaexhibits@spargo.com
703-631-6200 | 800-564-4220

Make checks payable to: American Health Information Management Association (AHIMA)
Mail check payment to: American Health Information Management Association, Dept. 77-735, Chicago, IL 60678-2735

Wire/ACH Payments:
Email exhibitorservices@spargo.com for details to pay by Wire/ACH.

Credit Card Payments:
An invoice will be sent with instructions to call to pay via credit card.

I acknowledge that as an authorized representative of the above stated Exhibitor, I have received, reviewed, and agree that Exhibitor will comply with the AHIMA Rules and Regulations Governing Exhibits, Meeting Terms and Conditions and any other applicable policies, waivers, or guidelines, including any vaccination requirements, as applicable.

Exhibitor Signature..... Date.....
Printed Name..... Telephone.....