



AACE Annual Meeting 2024 Sponsor/Exhibitor Registration & Housing

Exhibitor and Sponsor Registration and Housing is now open for AACE Annual Meeting 2024. To register your booth personnel and book accommodations at the annual meeting venue and official housing partner, Hyatt Regency New Orleans, please follow the steps below:

1. To begin, [click here](#) and select the Sponsor/Exhibitor tile on the right.
2. Use the Company Name search bar to find your sponsoring/exhibiting company.
3. Enter your a2z password to log-in. This password was provided in your booth confirmation letter. Please contact [Meghan Leahy](#) if you need your password.
4. This will take you to the housing section. Please select how many rooms you will need. If you do not need to book any rooms, select the 0-9 rooms option.
5. On the next page, complete and confirm your contact information.
6. Next, you can create your registrations as needed. Your exhibitor/sponsor level determines how many passes you have in your allotment.
 - a. Premium Registration – Access to learning zone, all education sessions and on-demand recordings post event.
 - b. Learning Zone Registration – Access to learning zone and sessions in learning zone only.
7. You must enter a unique email address for each registration used.
8. Each registrant will receive a confirmation to the email entered for them. As the main contact, you will also have access to download confirmations for others.

IMPORTANT:

- **All registrants MUST have an AACE account to access the event website and mobile app.** Once you have registered your team, please instruct them to visit https://my.aace.com/nc_createaccount to create an AACE account. They must use the email address tied to their meeting registration.
- The exhibitor/sponsor housing deadline is **March 11, 2024**. Any housing reservations on hold within your block and without names will be dropped after **March 11, 2024**.

If you need assistance with the registration and housing website, please contact AACE's registration provider, Maritz Global Events customer service at (864) 208-2693 or email AACEsponsor@Maritz.com.