IDDBA 2026
Orlando, FL | June 7 - June 9

On-Site Exhibitor Information
Welcome to IDDBA 2026!

The following is important information for the set-up process.

Exhibit Hall Access

	IDDBA Show Floor Access				
		Exhibitor	**EAC**	**Demonstrator**	**Attendees**
Move-In	Wednesday, 6/3 (Target 1 only)	8:00 am – 6:00 pm	8:00 am – 6:00 pm	No Access	No Access
	Thursday, 6/4 (Targets 1 & 2 only)	8:00 am – 6:00 pm	8:00 am – 6:00 pm	No Access	No Access
	Friday, 6/5 (Targets 1, 2, 3)	7:00 am – 7:00 pm	7:00 am – 7:00 pm	No Access	No Access
	Friday, 6/5 (Target 4)	Noon – 7:00 pm	Noon - 7:00 pm	No Access	No Access
	Saturday, 6/6 (All Targets)	7:00 am – 7:00 pm	7:00 am – 7:00 pm	No Access	No Access
Show Floor Hours	Sunday, 6/7	7:00 am – 6:00 pm	7:00 am – 10:00 am	7:00 am – 6:00 pm	**11:00 am – 5:30 pm**
	Monday, 6/8	7:00 am – 6:00 pm	7:00 am – 10:00 am	7:00 am – 6:00 pm	**11:00 am – 5:30 pm**
	Tuesday, 6/9	7:00 am – 10:00 pm*	7:00 am – 9:00 am	7:00 am – 3:00 pm	**10:00 am – 2:00 pm**
Move-Out	Tuesday, 6/9 (All Targets)	2:01 pm- 10:00 pm	**3:00 pm** – 10:00 pm*	No Access	No Access
	Wednesday, 6/10 (All Targets)	8:00 am – 5:00 pm	8:00 am – 5:00 pm	No Access	No Access
	Thursday, 6/11 (Target 1 only)	8:00 am – 12:00 noon	8:00 am – 12:00 noon	No Access	No Access
	***No re-entry to hall after 8:00 pm**				

Set-up wristbands will be available for exhibitors on Wednesday, Thursday, Friday, or Saturday (based on target #) in IDDBA Registration (South Hall Lobby). Exhibitors must wear their exhibitor badge for access onto the show floor during show days. Exhibitor Appointed Contractors (EACs) must check in and obtain their wristbands at the EAC check in at Ramp 15 on the South Dock.

Wear your IDDBA badge whenever on the show floor, attending seminars or special events; **security will escort anyone without proper credentials out of the expo hall. Wristbands must be worn during move-in and move - out hours.**

Free Wi-Fi

Look for **IDDBA2026** wi-fi on your electronic device to connect each day. Password: orlando

First Aid Station

A first aid station is located in the lobby in Room 112. Notify a security guard & IDDBA staff if an emergency or security concern should occur. The first aid hours are:

Wed. 6/3: 8:00 am – 6:00 pm
Thur. 6/4: 8:00 am – 6:00 pm
Fri. 6/5: 7:00 am – 7:00 pm
Sat. 6/6: 7:00 am – 7:00 pm
Sun. 6/7: 7:00 am – 6:00 pm
Mon. 6/8: 7:00 am – 6:00 pm
Tues. 6/9: 7:00 am – 10:00 pm
Wed. 6/10: 8:00 am – 5:00 pm
Thur. 6/11: 8:00 a.m. – Noon

New Product Showcase

The New Product Showcases are located in the back half of aisles 2300/2600 and 4700/4800.

For companies that were assigned a shelf, the New Product Showcase will be open to merchandise your display during the following times:

- Fri. 6/5: Noon – 6:00 pm
- Sat. 6/6: 9:00 a.m. – 6:00 pm

Remember, the items in the New Product Showcase will not be in refrigeration. You will have the opportunity to refresh your products on:

- Sun. 6/7 8:00 am – 10:00 am
- Mon. 6/8 8:00 am – 10:00 am
- Tues. 6/9 7:00 am – 9:00 am

Display cases will open starting at 2:01 pm on Tuesday, 6/9, if you need to collect anything from your shelf. Anything left after 3 pm on Tuesday, 6/9, may be discarded.

- GES labor
- I & D labor
- Security Staff
- Convention Center staff
- EAC labor
- Food Service
- Cleaning staff
- Booth demo staff

No product may be given to or accepted by anyone working this show.

ALL leftover food products will be donated to the local food bank to assist those in need.

All containers, bags, job boxes, etc., must be available for inspection.
Workers removing products from the show floor will be prosecuted for theft and will not be allowed on the floor for the remainder of the show.
IDDBA and GES enforce a strict NO TIPPING policy.

Lowe Rental
Lowe Rental will have a counter at the GES Servicenter located in Hall D lobby.

Grease Disposal
There will be a grease barrel available for grease disposal. Please do not dispose of grease in bathrooms, sinks, or toilets. Grease disposal is located on the South dock. Look for signs.

Dishwashing/Handwashing Facilities
There are five dishwashing stations located on the show floor. Do **not** use the bathrooms for dishwashing and/or food preparation. The locations are:

- Behind booth 523
- Behind booth 562
- 3047 behind IDDBA Central
- 5516
- 5157

Soap, sanitizer, and paper towels will be provided. **Please do not dispose of food items in the sinks.** Use the large trash bins at the dish stations and cross aisles or donate your fresh products to the Food Bank. Please clean up after yourself.

Sodexo Live! Far right wall next to GES ServiCenter
Services available from the Sodexo Live! stand include: purchase of ice, disposable dishes and other food-related requests.

Important: Priority will be given to orders sent in advance of the show. On-site requests will be accommodated by Sodexo Live! to the best of their ability, but they cannot guarantee adequate staff or that the requested items will be available for unexpected on-site orders.

GES Cold Storage and Servicenter Information
The GES Cold Storage and GES Servicenter are located in Hall D Lobby. Remember, placing an order for product delivery from cold storage during peak times will result in a longer turnaround time.

Make sure that your work order states whether it's ok to leave product in the booth if there isn't anyone in the booth to receive it. If GES doesn't have authorization to leave product in an unattended booth, product will be taken back to storage and another work order will need to be placed.

GES Servicenter:

Wednesday, 6/3	8:00 am – 6:00 pm
Thursday, 6/4	8:00 am – 6:00 pm
Friday, 6/5	7:00 am – 7:00 pm
Saturday, 6/6	7:00 am – 7:00 pm
Sunday, 6/7	7:00 am – 6:00 pm
Monday, 6/8	7:00 am – 6:00 pm
Tuesday, 6/9	7:00 am – 10:00 pm
Wednesday, 6/10	8:00 am – 6:00 pm
Thursday, 6/11	8:00 am – Noon

GES Exhibitor Text Services
Need Help? Send GES a text at 321-529-0545. Text services are available the hours as listed above under GES Servicenter hours.

Product in Cold Storage
Delivery of product from cold storage is NOT available until 8:00 a.m., Saturday, June 6.

Storage of refrigerated and/or frozen product is **NOT** available after Noon, Tuesday, June 9. If you have product that you intend to ship back, you must have an Outbound Material Handling Form and bill of lading turned in at the GES Servicenter by 10 am, Tuesday, June 9. Otherwise, **any product left in the refrigerated/freezer trailers AFTER Noon, Tuesday, June 9 will be donated.**

Customer Samples
If you'd like to give product to your customers, please ship it directly to their office. Do not give out full samples to be taken off the show floor. This includes at the end of the show. Any left over product may be donated to the Food Bank.

GES Service Schedule for Furnishings Delivery
Wednesday, June 3, by 5:00 p.m.
- Advance Padding/Carpet (unless holding for electrical installation)
- Advance Tables/Counters (skirted, unskirted, starbase, and display risers)

Thursday, June 4, by 5:00 p.m.
- Advance Furniture Accessories (literature racks, easel, garment racks, bag stands)

Friday, June 5, by 5:00 p.m.
- Advance Specialty Furniture (office, sofa, love seats, gaslift chairs, coffee and end tables)

Saturday, June 6, by 5:00 p.m.
- Advance Chairs (plastic contour, contemporary chairs, and stools)

Sunday, June 7, by 10:00 a.m.
- Wastebaskets

Lead Retrieval (badge scanning)
Lead retrieval is through SWAP by Maritz. Visit the SWAP by Martiz at booth 3144 to order or for assistance.

Personal Items
For security and personal safety reasons, please do not leave the convention center with your badge on. It marks you as "tourist" or an "out-of-towner." Also, be careful of personal items such as purses, wallets, cameras, etc. Keep them in a safe place before, during and after show hours. Rent a lock box, if necessary, or use your hotel's safe deposit box.

Lactation/Nursing Room
Level 2 of the South Concourse near S210E.

Security Tips
1. Do not, under any circumstances, include merchandise or valuables in containers to be stored with empties. Empty crates and containers are not accessible to exhibitors during the show.
2. Do not leave valuables unsecured/unattended during set-up, show hours, non-show hours or tear-down.
3. Cover your display after set-up and each night.
4. Do not leave valuable merchandise under tables or displays.
5. During the close of the show on Tuesday, **do not leave your booth unattended**. Pack up small items, valuables and product and label them for shipping immediately. Take small items or boxes to be shipped to the shipper. This will eliminate any confusion about abandoned or donated items left out overnight.

Empty Container Storage and Return
Please label each individual empty crate as soon as they are ready for storage. These stickers are available at the GES Servicenter and are for empty storage only. Unlabeled empties will be removed at Show Management discretion. There is limited space so empties need to be removed as quickly as possible.

IDDBA has a clean floor policy. You can help our ability to continue the top-notch service you have come to expect by taking some simple steps:

1. EMPTY and LABEL your crates and cartons WITHIN 24 hours of delivery to your booth. The sooner we can move your empties to storage, the more efficiently we can continue to deliver shipments to all exhibitors, including you. Remember, holding on to crates and cartons until your containers are empty does not guarantee they will be stored together or returned sooner! **Unlabeled empties will be removed at the discretion of Show Management** (fee may apply).

2. STORE SMALL CONTAINERS inside big ones!

3. STACK EMPTY CARTONS ON SKIDS and shrink wrap them. This will increase their speed of handling during the storage and return process.

4. LET US KNOW WHEN THEY'RE READY TO GO! Use the appropriate color (empty) label for your area. This information will be available next to the label distribution tables at the GES Servicenter.

5. ALLOW UNTIL 10:00 pm ON TUESDAY, JUNE 9th FOR THE RETURN OF ALL EMPTIES. It takes almost a week to move all the freight onto the show floor and store the empties but only ONE night to return them! With this in mind, please schedule labor, client meetings and travel arrangements accordingly.

Show Management and GES assume no responsibility for contents of crates or boxes improperly labeled as "empty." It may be necessary to store empty crates and cartons outside the building in an unsecured area. Every effort will be made to protect crates from the elements, but neither Show Management nor GES nor its service contractors will assume any responsibility for damage to them.

For more information or if you have questions, contact:

IDDBA Exhibits Team
8317 Elderberry Rd
Madison, WI 53717
Phone: 608-310-5000
E-mail: exhibits@iddba.org

IDDBA 2027 –Atlanta, GA
June 6 – 8, 2027

The exhibit application for IDDBA 2027 is currently available online at www.iddba.org/exhibit and will be available at the IDDBA Central Booth Sales booth on the show floor at booth 2944. Booth will be staffed during the following hours:

- Saturday, June 6 • Noon – 4:30 pm
- Sunday, June 7 • 10 am – 5:30 pm
- Monday, June 8 • 10 am – 5:30 pm
- Tuesday, June 9 • 9 am – 2 pm

Stop by to complete your IDDBA 2027 application and start earning priority points toward your 2027 booth assignment.

You can also reserve IDDBA 2027 Orlando hotels through onPeak at booth 2844 during the same hours as IDDBA 2027 booth sales!

Thank you for exhibiting with us.
We hope the show is successful for you
and look forward to seeing you again at:
IDDBA 2027
Georgia World Congress Center
Atlanta, GA
June 6 -8, 2027