

Wednesday, October 16, 2024



Dear I.C.E. Partners,

Happy October! We are only a month away from the [2024 I.C.E. Exchange](#). Our team is working diligently to create a memorable and successful experience for all participants.

Reminder: All newsletters are posted in the [Exhibitor Harvester](#), with general updates available [online](#).

Please read this email in its entirety, as it includes important details on your participation for the upcoming event.

IMPORTANT DATES

Deliverables	Launch	Deadline
Certificates of Insurance (COI)	Once contract is executed	Friday, September 13
Exhibitor Harvester (portal to upload promotion information)	Monday, July 15	Monday, October 14
Registration & Housing	Monday, June 24	Friday, October 24
Pre-Show Attendee List*	Monday, October 28	
Post-Show Attendee List*	Monday, December 2	
Alliance Expo Exhibitor Services Kit Launch	Wednesday, August 14	
Advance Shipment Receiving and Deadline	Friday, October 18	Monday, November 11
Advance Order Discount Deadline	Wednesday, August 14	Friday, October 18
Advance Order Deadline Custom Graphics/Fabrics	Wednesday, August 14	Friday, October 25

**Only available to exhibitors/sponsors who included in their package*

REGISTRATION & HOUSING

I.C.E. has extended the housing cut-off date to **Friday, October 24**. I.C.E. sent you an email with registration codes and instructions to register your team in June. As a reminder, pre-registration is required to book your hotel. You can find more information in the [Hotel and Travel](#) section of the I.C.E. Exchange website.

The Fontainebleau Hotel

4441 Collins Ave, Miami Beach, FL 33140

Rate: \$299/night plus taxes and resort fees

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Due to high demand, we are also offering rooms at the Radisson Resort Miami Beach, located right next door to the Fontainebleau. Rooms are available at a discounted rate of \$233 + taxes, with an additional \$34/day resort fee.

Radisson Resort Miami Beach

4343 Collins Ave, Miami Beach, FL 33140

Rate: \$233/night plus taxes and resort fees.

The I.C.E. hotel block at The Fontainebleau Miami Beach and Radisson Resort Miami Beach are currently the only contracted block for the conference. I.C.E. is not working with any third-party hotel agents. If you receive communications claiming to be affiliated with I.C.E. to secure housing, please contact meetings@credentialingexcellence.org.

SUPPORT MIAMI BEACH

I.C.E. is partnering with SocialOffset to offer attendees the opportunity to contribute to local organizations in Miami that make a positive difference in people's lives and the local community.

We invite you to use this campaign to take meaningful action and offset any internal conflict you may have about tax spending in Miami, FL, that doesn't align with your values by supporting local charities that do. We worked with SocialOffset to select vetted charities that support LGBTQ+ equality, reproductive freedom, hunger relief, and racial justice in Miami.

SocialOffset will send 100% of your tax-deductible donation to your designated organization. Learn more about the story behind SocialOffset. You can find out more about the program [here](#).

EXHIBITOR SERVICE KIT AND SHIPPING

The Exhibitor Service Kit by Alliance Exposition launched in August (ExhibitorAssistance@alliance-exposition.com), where you can begin placing orders for your booth. Please be sure to login to the portal and review the Exhibitor Checklist to ensure your exhibit space will have all necessary items and services reserved for a smooth setup onsite. A list of important deadlines within the kit have been added to the deadline section above.

Alliance Exposition will start receiving packages at the advanced warehouse on Friday, October 18 through Monday, November 11. You can find shipping labels and instructions in the Exhibitor Service Kit.

EXHIBITOR HARVESTER AND MOBILE APP

I.C.E. utilizes the Exhibitor Harvester by Cadmium, an online portal for you to update company information, add team members, and upload your logo and virtual bag insert. You will receive an email from Cadmium (noreply@gocadmium.com) with your access key for the Exhibitor Harvester along with instructions on how to complete your tasks. **If you have not received your access key**

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or are having trouble accessing the Harvester, please contact meetings@credentialingexcellence.org for assistance.

I.C.E. EXCHANGE MARKETING TOOL KIT

The official [I.C.E. Marketing Toolkit](#) can be located in the Exhibitor Harvester. The toolkit was created to maximize your presence at the conference with official conference hashtags, logos and sample posts to share on your social media pages.

INNOVATION HALL

The Innovation Hall will be in the Sparkle Ballroom at the Fontainebleau. This year, the hall will share an airwall with two education rooms. We ask all exhibitors to be mindful of the volume levels in the hall outside of show hours and be respectful of their neighbors.

Please note the exhibit hall hours* below to plan your time at the conference:

Exhibitor Move In

Sunday, November 17 8:00 am – 5:00 pm

Show Hours

Sunday, November 17 6:00 pm – 7:15 pm Welcome Reception
Sponsored by PearsonVUE

Monday, November 18 7:00 am - 8:00 am Breakfast
 9:30 am - 10:00 am Coffee Break
 11:30 am - 1:00 pm Lunch
 3:30 pm - 4:15 pm Coffee Break
 5:30 pm - 6:30 pm Happy Hour
Sponsored by Cobalt

Tuesday, November 19 7:30 am - 9:00 am Breakfast
 10:00 am - 10:30 am Coffee Break
 1:30 pm - 2:30 pm Dessert Break

Exhibitor Move Out

Tuesday, November 19 2:30 pm – 6:00 pm

**Please note these hours are subject to change.*

[Click here](#) to view the general Schedule of Events. The current floorplan can be viewed [here](#).

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SCAM ALERT

Unfortunately, every year I.C.E. is alerted to various scams related to the I.C.E. Exchange. **You should only be contacted by authorized representatives from I.C.E. regarding the I.C.E. Exchange. Official communications will be sent via emails with the credentialingexcellence.org domain unless noted otherwise by I.C.E. in exhibitor newsletters and on the conference website.** If you receive any suspicious communication, please contact I.C.E. immediately and share as much detail as possible (name, contact information, organization). I.C.E. maintains a [list of Unauthorized Vendors](#) who are reported to us under “SCAM Alert.”

Types of scams you may receive:

- Phone Calls: Individuals may pose as representatives seeking to confirm your exhibitor details to gain access to confidential information.
- Hotel Bookings: Scammers may attempt to book your team in a hotel block, misleading you into sharing sensitive data.
- Mailing List Sales: The only authorized person reaching out to sell mailing lists is our sales manager Everett Lightle (elightle@credentialingexcellence.org). If you receive inquiries from anyone else regarding mailing lists, please consider them suspicious.

I.C.E. MEMBERSHIP REFERRAL PROGRAM *NEW FOR 2024*

I.C.E. recognizes Sustaining and Affiliate members who refer new members (any category). This is a terrific way to support the membership growth of I.C.E. while earning beneficial priority points to select a booth space earlier in the process next year.

For each referral who joins I.C.E., the Sustaining/Affiliate member will earn points to be used in the booth selection process for the following year’s I.C.E. Exchange (those recruited in 2024 will earn points for 2025 booth selection). Points will be tabulated and reported out by I.C.E. staff by the deadline of February 20, 2025. Please contact the I.C.E. team with questions info@credentialingexcellence.org.

You can find more information regarding the referral program [here](#).

QUESTIONS?

A list of FAQs can be found in the [Exhibitor Resources Page](#).

Should you have any questions, please do not hesitate to reach out to meetings@credentialingexcellence.org.

Our team is looking forward to working with you and welcoming you to Miami Beach in November!

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THANK YOU TO OUR SUSTAINING MEMBERS

ABMS AssessLink	Kryterion, Inc.
Alliant Insurance Services	Learn Ethos
Alpine Testing Solutions	Meazure Learning
BenchPrep	PearsonVUE
BrightLink Technology	Professional Testing Corporation (PTC)
cApStan Linguistic Quality Control	Prometric
CredHQ by Agilutions	PSI Services
Comms Multilingual	Questionmark
Data Recognition Corporation (DRC)	risr/
ExamStudio powered by Zoomorphix	Roc-P
Framing Success	SeaCrest Consulting
Heuristic Solutions	Strasz Assessment Systems
Human Resources Research Organization (HumRRO)	Surpass Assessment
Internet Testing Systems	

Interested in being a part of this community? Contact Candice Young at cyoung@credentialingexcellence.org to learn about year-round benefits.

Best regards,

Angie Avendaño

I.C.E. Exhibits Management Team



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