



## September Exhibitor Newsletter

### Welcome

We're excited to welcome you to **IPC APEX EXPO 2025** – the largest event in North America for Electronics Manufacturing!

Beginning this month and every month leading up to the show, we'll be sending you a newsletter to help you to prepare for your participation in the event. Additionally, archived newsletters will be available and posted to the event website. Please be sure to check the event website under the "current exhibitors" section periodically for up to date planning information.

### Exhibit Hall Hours

**Tuesday, March 18:** 10:00 am – 6:00pm  
**Wednesday, March 19:** 9:00 am – 6:00 pm  
**Thursday, March 20:** 9:00 am – 12:00pm

### Hotels

IPC has once again partnered with onPeak as the official housing bureau for IPC APEX EXPO. As a reminder, onPeak is the only hotel provider endorsed by **IPC APEX EXPO 2025**. If you are contacted by other third-party companies offering hotel assistance, please be aware they are not endorsed by our event. Entering into financial agreements with these companies can have costly consequences and are not protected by event management. [Reserve your hotels rooms](#) prior to **March 10, 2025** to be eligible for discounted rates.

### Hospitality Policy/Meeting Room Requests

For over 60 years, IPC has maintained a consistent policy prohibiting the organization or sponsorship of hospitality suites at IPC events. Any function not included in the "official program" is strictly forbidden from the start of the first meeting through the close of the event.

Exhibitors are permitted to meet with their employees and/or customers. However, all meetings and Exhibitor Networking Functions must receive prior approval from IPC. Authorization can be obtained by completing the [Meeting Authorization Form](#).

### Marketing Materials

We welcome exhibitors to download and use any of the [marketing materials](#) we created to help you promote your presence at the show which include various website banner ads and sample social media posts for X, Facebook, LinkedIn, and Instagram. Be sure to use the hashtag: **#IPCAPEXEXPO!**

### Move in Deadline — *plan your travel accordingly*

Before you finalize your travel plans, please note that all booths must be occupied and completely set up by 5:00 pm on Monday, March 17, 2025. Exceptions will be granted providing advance notification is sent to [KimDiCianni@ipc.org](mailto:KimDiCianni@ipc.org). If notification of late move-in is not submitted in advance of move-in and space is not completely set by **5:00pm on Monday, March 17, 2025** the space will be considered abandoned, and Show Management will repurpose the space as they see fit.

### Booth Display Regulations

All exhibit booths must comply with the published exhibit [booth display regulations](#) so please be sure to review these regulations before proceeding with the design of your booth. Any booth not in compliance with these regulations will be required to make the necessary modifications to achieve compliance as variances will not be granted regardless of circumstances.

### Coming Soon!

<b>Exhibitor Registration Opens</b>	<b>October</b>
<b>Exhibitor Service Manual</b>	<b>November</b>