

April 11, 2023

Subject: Kidney Week 2023 Exhibitor Newsletter – Housing Block Request Update

On behalf of ASN, thank you for your continued support in the fight against kidney diseases. This exhibitor newsletter will be issued bi-monthly and will include deadlines, important dates, and updates for Kidney Week 2023. Please forward these messages to your onsite booth contact so they are also informed.

PRIORITY POINT SPACE SELECTION

ASN Priority Point Space Selection has concluded. General Space Selection will begin in May 2023.

HOUSING

Housing block requests will open on **April 17th**. The request a block link will be emailed to all exhibitors directly, regardless of payment status. Paid exhibitors will also be able to access your Request a Block link through your [Exhibitor Dashboard](#). Login information is shared once deposit payment is received.

Housing blocks are assigned based on priority point standing, 2022 corporate support level, size of room block, and date of submission of the housing request.

Contact SPARGO, Inc. at asnhousing@spargoinc.com directly with housing related questions.

EXHIBITOR DASHBOARD

Exhibitors who have paid their booth deposit have already received login information for your exhibitor dashboard. In the dashboard you can access a copy of your contract and invoice, update your directory listing, locate housing information, and more. Beginning May 15, your Exhibitor Checklist and GES service kit will also be available. If you cannot locate your login information, please check your spam and junk mail folders. Be sure to add service@mapyourshow.com to your safe sender list. Email exhibits@asn-online.org to have your login information resent.

UPCOMING DATES AND DEADLINES

- May 1, 2023:** General Space Selection Opens
- May 15, 2023:** Exhibitor Service Kit Release
- June 21, 2023:** Ancillary Event Application Opens
- July 14, 2023:** Final Payment Deadline & Cancellation Penalty

Find a full list of all deadlines on page 6 of the Exhibitor Prospectus linked below. Always be sure to access the prospectus using the link rather than downloading a copy as changes will be made periodically.

KIDNEY WEEK 2023 EXHIBITOR PROSPECTUS

Version 2

Updated March 8, 2023



[Click here to access the prospectus.](#)

As always, you may contact me at the information below with any questions. I will be out of the office from April 14 through May 1 and will answer any questions upon my return. Thank you again for your participation in Kidney Week 2023. We look forward to another great annual meeting.

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