



**Subject: Kidney Week 2026 Exhibitor Service Kit Launch**  
**Sent: April 27, 2026**

On behalf of ASN, thank you for your continued support in the fight against kidney diseases. These newsletters will be sent to the primary contact(s) on file for each organization. Please be sure to forward this to others within your organization who may benefit from this information.

In this newsletter:

1. Exhibitor Service Kit Launch
2. Housing Request-a-Block
3. How to login to your Exhibitor Dashboard
4. Reserve an Exhibitor Office
5. Exhibitor Office Hours

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### EXHIBITOR SERVICE KIT

ASN has partnered with Freeman as the Official Service Contractor for Kidney Week 2026. The Freeman Online Exhibitor Service Kit is now available. Place orders with ASN's approved partners including:

- Freight Management and Shipping
- Booth Furniture and Carpet
- Utilities – telecom, electrical, plumbing, etc.
- Internet
- Booth Cleaning
- Food and Beverage
- Audio Visual
- Security
- Temporary Staffing
- Florist
- Photography

Access the exhibitor service kit by logging into your [Exhibitor Dashboard](#) and clicking the *Access Freeman Online* button.

Click here for a helpful guide on [How to Place Booth Orders](#). Place orders with Freeman by **Monday, October 6** for best pricing. Other partners may have varying deadlines. Refer to each order form for more information.

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### HOUSING

The exhibitor housing Request-a-Block website is now available. Read the detailed instructions from SPARGO, ASN's official housing partner, [here](#).

[Request a Block](#)

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### EXHIBITOR DASHBOARD

Your Exhibitor Dashboard contains everything you need to know to plan a successful exhibition at Kidney Week 2026. All company primary contacts have received a link to access the dashboard and create an account to log in.

**Create an account here:** [https://kw26.exh.mapyourshow.com/7\\_0/main/login](https://kw26.exh.mapyourshow.com/7_0/main/login)

How can you use your Exhibitor Dashboard?

- **Complete your company profile as soon as possible.** Your listing is now public in the [Exhibitor Directory](#) and will default to the information you entered in 2025. Login and update your profile as soon as possible to ensure your organization is accurately represented online.
- Create additional user accounts with the “Users” option in the left-hand navigation panel once you’ve logged in.
- Download a copy of your contract or invoice.
- View the Exhibitor Checklist with all pertinent deadlines.
- Access Housing, Registration, the Exhibitor Service Kit, and meeting space requests.

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## EXHIBITOR OFFICES

ASN will offer 20X20 constructed offices in [Exhibit Hall F](#) of the convention center where exhibitors may conduct internal or external meetings, use as a touch-down or meal space for your booth staff, or use as an office for your planning team. These offices are the only office space offered inside the convention center. For more information, review the [Exhibitor Office Guidelines](#).

If you are interested in securing an office inside the convention center, please contact Ronny Kay at [exhibits@asn-online.org](mailto:exhibits@asn-online.org). **Limited availability. First come, first served.**

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## EXHIBITOR OFFICE HOURS

Attend the upcoming Exhibitor Office Hours on May 6. Use the information below to join. A calendar invitation has been shared with all exhibitor contacts. Please feel free to forward the invitation or share the login information below to other team members as needed.

### Topics:

- Exhibitor Dashboard
- Exhibitor Service Kit
- Placing Booth Orders
- Exhibitor Housing / Request-a-Block

**Date:** Wednesday, May 6, 2026

**Time:** 2:00 PM – 2:45 PM Eastern Time

This webinar will be recorded and posted on the ASN website [here](#).

### Microsoft Teams Meeting

[Click here to join the meeting](#)

Meeting ID: 221 608 868 833 836

Passcode: sq7Es6JW

[Download Teams](#) | [Join on the web](#) | [Learn More](#)

This webinar will be recorded and posted on the ASN website [here](#).

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Thank you again for your participation at Kidney Week. Please do not hesitate to reach out should you have any questions.

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