



**EXHIBITOR CONTRACT
142nd ANNUAL SESSION
May 14 & 15, 2026**

Sioux Falls Convention Center, Sioux Falls, SD

1. **DIRECT CONTACT** with dentists and dental auxiliaries will be provided to all exhibitors. Exhibits will be displayed in Exhibit Hall 2 in the Sioux Falls Convention Center.
2. **ALL EXHIBIT BOOTHS** will be 10' x 10' with piping, draping, and carpeting. Each booth will include one complimentary table, two chairs and a wastebasket. Electricity (110V) will be available. Other voltages will require special handling. Such advanced arrangements and special charges are the responsibility and at the expense of the exhibitor.
3. **SPECIAL EQUIPMENT AND LIGHTING** for displays is the responsibility of, and at the expense of, the exhibitor. Lighting in the exhibit area is ample for all ordinary purposes.
4. **INSTALLATION OF EXHIBITS** will be Wednesday, May 13, from 2:00pm-7:00pm. or Thursday, May 14, from 6:30am-7:30am. (Note: This time is very busy due to dental professionals registering) **Exhibit hours** on Thursday, May 14th will be 7:30am-5:00pm (CST) and on Friday, May 15th 8:00am-1:00pm (CST). You must check in with the SDDA registration desk before setting up your exhibit.
5. **REMOVAL OF EXHIBITS** shall not begin until 1:00pm on Friday, May 15.
6. **DECORATIONS MUST BE** 100% fire resistant, by order of the State Fire Marshall. See page 2 for more decoration guidelines.
7. **FOOD SAMPLES** and beverage samples must not be greater than 1 oz. and must be manufactured, processed, or distributed by the exhibiting firm and must be related to participating in the event. Scan QR code page 2 for more details on food and beverage information. Page 11 of the document.
8. **SUBLETTING OR DIVIDING** exhibit space is not allowed except by permission of the exhibits manager. Distribution of materials and displays must be limited to the booth space purchased.
9. **THE CONVENTION CENTER** has agreed to receive freight for storage one week prior to the event. All shipments must be prepaid and can be shipped or delivered to:
Denny Sanford PREMIER Center
SDDA Exhibits & Your Exhibitor Name
Booth #
1201 N. West Ave.
Sioux Falls, SD 57104
10. **LOAD-IN/LOAD-OUT** see attached page. **PARKING** information can be found by scanning QR code on page 2. **If you require** assistance with transportation and/or storage of freight, you are responsible for making the necessary arrangements.
11. **EACH EXHIBIT BOOTH** must have a sign/banner designating their company. **Booth locations can only be changed by permission of the exhibits manager.**
12. **SECURITY** for the exhibit area will be provided.
13. **HOSPITALITY** will not be observed in conflict with sessions of the convention.
14. **THE SOUTH DAKOTA DENTAL ASSOCIATION (SDDA)** reserves the right to restrict the exhibits that may become objectionable. This includes persons, things, conduct, printed matter, or anything not in keeping with the scientific character of the exhibits.
15. **LIABILITY:** Neither the SDDA nor its agents or representatives will be responsible for injury, loss or damage that may occur to the exhibitor or to the exhibitor's employees or property from any cause whatsoever, except for those claims related to injury due to SDDA, its agents or representative's gross negligence or willful misconduct.
16. **ROOM RESERVATIONS** at the Sheraton Sioux Falls (1211 N. West Ave. Sioux Falls, SD 57104) should be made as soon as possible by calling (605) 331-0100. Request the "**SO5852**" block, please register under individual names, not companies.
17. **THIS INFORMATION** is part of the reservation for space between the SDDA and the exhibiting firm. Matters not covered are subject to the decision of the exhibits manager and the executive director. The SDDA does not guarantee or assume responsibility against loss.
18. **INDIVIDUALS** not exhibiting/advertising or registered **MAY NOT** visit the convention floor. You must be registered as a convention guest and have an SDDA issued name badge. The registration fee is \$100.00 for these representatives.



Sioux Falls Convention Center Decoration Guidelines

- No one may tape, nail, tack or otherwise fasten to ceilings, painted surfaces, columns, walls, finished floors, or windows decorations of any kind.
- Decorations may not block doors, fire extinguishers, sprinklers, emergency equipment signage, emergency exits or lighting systems.
- Permanent installations in common spaces, such as telephone banks, information kiosks, and ATM machines may not be blocked.
- All decorating materials must be constructed of flameproof material or treated with an approved fire-retardant solution. Spot testing may be performed by the Sioux Falls Fire Marshal.
- No one may use adhesive-backed decals or stickers, nor may they be distributed anywhere on the premises.
- Glitter and confetti may not be used in carpeted areas of the building.
- Only CC personnel may move planters, lobby furniture, and other CC equipment in the public areas.
- Distribution of helium balloons in the CC is not allowed. If helium balloons become detached from a display, the labor cost to retrieve the balloons will be charged to the Customer. For safety reasons, compressed gas cylinders used to inflate balloons must be properly secured to prevent toppling and removed from the hall before the guests enter.
- All pools, decorative fountains, etc. must be waterproof and may be tested by CC Engineering prior to installation.
- Show management will be responsible for removal and cleanup of any dirt, bark, mulch, or similar materials used for decorating purposes.

Complete Sioux Falls Convention Center Exhibitor Policies and Procedures

Scan QR code



Sioux Falls Convention Center Parking Information

Scan QR code



Issued by: South Dakota Dental Association
804 N Euclid Ave, Ste 103
Pierre, SD 57501

Exhibits Manager: Melissa Afdahl, melissa@sddental.org
Phone: (605) 609-1152
Fax: (605) 224-9168

Facility Load-in / Load-out Areas

