



EXHIBITOR NEWSLETTER #1

MARCH 2025

Thank you for joining in Orlando, FL, for the 2025 AOPA National Assembly! This is the first in a series of newsletters you'll receive from me, each filled with essential information to support your participation in the event. If you have any questions or need further details about any aspect of the National Assembly, please don't hesitate to reach out to me at (571) 431-0852 or kelly.oneill@AOPAnet.org. I'm happy to help!

HOTEL ROOM ACCOMMODATIONS – Now Available to Book!

AOPA has a special block of rooms available at the 4-star **Hyatt Regency Orlando** (9801 International Dr, Orlando, FL 32819) at a discounted rate of \$194++/night*. There is a daily reduced resort fee of \$5.00+/night. The special, discounted rate is available on a first-come, space available basis **until August 11**. [**RESERVE YOUR ROOMS HERE.**](#)

***As a reminder, AOPA does not partner with third-party booking agencies. Please only book your hotel reservations directly through above link. Please refrain from using any other websites or companies to reserve your rooms, as they are not affiliated with AOPA. Should you book with them, AOPA will not be able to assist you with any issues.*

MANUFACTURERS' WORKSHOP & PRODUCT PREVIEW THEATER (PPT) PRESENTATIONS

There are currently 2 Manufacturers' Workshops and 1 Unopposed PPT, and 7 standard PPT's available for purchase. These can be purchased through your Exhibit Portal. For those already signed up for a Workshop and/or PPT, you should have received an email last week, with instructions on how to provide your presentation information. This information is due by **April 1st** in order to be included in the Preliminary Program.

SPONSORSHIP OPPORTUNITIES NOW AVAILABLE

2025 Sponsorship Opportunities are now available for purchase. There are several EXCLUSIVE opportunities available, including the "Water Bottle Sponsorship" as well as the ever-popular Exhibit Passbook. You can review and purchase these opportunities within your Exhibit Portal, or you can review the Sponsorship & Prospectus Brochure [HERE](#).

EXHIBITOR BOOTH PORTAL

Your Exhibit Portal is your one stop shop for all your exhibit needs. This is where you can create & update all your company information (description, logo, social media links, website link, upload a brochure/catalog and add product categories) for you online listing on the [Assembly Website](#), and the upcoming mobile app. This is also where you can purchase a Manufacturers' Workshop, Product Preview Theater (PPT) and Sponsorship

Opportunities. You will also find several Tasks in the portal that will be need to be completed and confirmed prior to the start of the Assembly.

EXHIBITION HOURS, MOVE IN AND MOVE OUT

You can view the [Schedule in Advance here](#). We were able to increase the afternoon breaks in the exhibit hall to a half hour each day, which increases the unopposed time in the hall. Below is the move in, move out and exhibit hall times.

Exhibitor Move In

Tuesday, September 2	12:00 PM - 5:00 PM
Wednesday, September 3	7:00 AM - 3:00 PM

Exhibit Hall Hours

Wednesday, September 3	5:30 PM - 7:30 PM	Welcome to Orlando Reception
Thursday, September 4	9:00 AM - 6:30 PM	
Friday, September 5	9:00 AM - 4:00 PM**	

Exhibitor Move-Out

Friday, September 5	4:00 PM - 10:00 PM
Saturday, September 6	7:00 AM - 11:00 PM

****The exhibit hall is open until 4:00 PM on Friday, so please make sure your flights are booked accordingly to accommodate this time. Any exhibitor dismantling prior to the official closing time of 4:00 PM will be fined \$500.**