



Exhibitor FAQs

March 29 – April 1, 2026 | McCormick Place | Chicago, IL

Frequently Asked Questions: Everything You Need to Know

Where and when does AONL 2026 Inspiring Leaders take place?

The conference takes place March 29 – April 1 and the exhibit hall is open on Monday, March 30 from 9:30 a.m. – 4:00 p.m. and Tuesday, March 31, from 9:30 a.m. – 1:30 p.m. AONL 2026 is located at McCormick Place in Chicago, IL.

What is included with a booth?

Booth space includes an allotment of booth staff badges and full conference badges based on your booth size, lunch in the exhibit hall on Monday and Tuesday, a listing in the interactive exhibitor map on the AONL website, a listing in the mobile app, daily aisle cleaning and perimeter security for the exhibit hall.

What are the height regulations?

Review the official [Booth Display Guidelines](#) for height regulations and other space guidelines.

When can I start setting up my booth?

Exhibitor move-in begins on Friday, March 29 at 8:00 a.m. See the full [exhibit hall schedule](#).

How many complimentary badges do we receive?

- Four (4) Exhibitor Booth Staff Badges per 100 square feet of space
- One (1) Full Conference Badge per 100 square feet of space

You must register your booth personnel for badges. You will not be able to access the exhibit hall and/or sessions without a badge. Wristbands will be available for access on Saturday prior to registration opening on-site. Please contact Kim Haines at khaines@tradeshowlogic.com to provide the staff names for set-up on Saturday prior to registration opening at 3:00 pm.

How do I register for exhibitor badges?

To [register online](#) using the complimentary badges that come with your booth, please reference the email sent to the primary booth contact from AONL Team at aonlannualconference@aha.org. Make sure to use your complimentary allotment first and then purchase additional badges as needed. Review the [Exhibitor Registration How-To Guide](#). The registration deadline is March 20, 2026.

How do I reserve hotel rooms?

You must be registered to reserve a room, and the hotel reservation link can be found in your confirmation email. Learn more about AONL hotel reservations [here](#).

What is the Exhibitor Dashboard and how do I access it?

The [Exhibitor Dashboard](#) is where you can update your company profile for the Online Directory and mobile app, which is THE place attendees go to see who is exhibiting and learn more about their products and services. You can also access the Exhibitor Service Kit, link to exhibitor registration, and more in the Exhibitor Dashboard. The primary contact for your company will receive an email to access the Exhibitor Dashboard and create a password. Please review the instructions. Contact Kim Haines at khaines@tradeshowlogic.com if you are having trouble logging in. If you need other team members to have access, you may add them once you are logged into the Dashboard.

What is included in the online exhibitor directory listing?

All exhibiting companies are provided a complimentary online directory listing that includes:

- Company Description and Contact Information
- Link to Company Website
- Product Categories
- Social Media Links



How do I update my information showing on the online floor plan and exhibitor directory?

Login to the [Exhibitor Dashboard](#) to modify information and add a company or product description, contact information, website link, social media links and up to 3 product categories.

Who is the official service contractor and how can I place orders?

The official service contractor for AONL 2026 is Tradeshow Logic.

Do I need to have liability insurance?

As a standard requirement for all our show exhibitors, it is necessary for you to carry general liability coverage from an insurance company in good standing with minimum policy limits of \$1,000,000 per occurrence and \$2,000,000 aggregate. Insurance coverage is not optional.

This insurance must be in force during the lease dates of the event, March 26 – April 1, 2026, naming American Organization for Nursing Leadership (155 N. Wacker Drive Suite 400, Chicago, IL 60606) as the certificate holder. The following must be named as additional insured: Tradeshow Logic, American Organization for Nursing Leadership and McCormick Place. Click [here](#) for more information.

Email your Certificate of Insurance to sales@rainprotection.net by February 24, 2026. You have the option to purchase Insurance from [Rainprotection](#) if needed.

Can I reserve meeting room?

[Submit a request](#) to reserve a meeting room online. Rules apply. View the details on the [request form](#). Questions? Contact Grant VanScoder at gvanscoder@aha.org.

Need help? Contact aonlexhibitorcare@tradeshowlogic.com.