

# ***AMS / SMT***

## ***Annual Meeting***

### ***Indianapolis 2010***

**American Musicological Society**  
Bowdoin College  
6010 College Station  
Brunswick ME 04011-8451  
tel. 207.798.4243; fax 207.798.4254  
toll-free tel./fax 877.679.7648  
ams@ams-net.org  
www.ams-net.org/indianapolis/

**Location:** Indianapolis Marriott Downtown and The Westin Indianapolis hotels

**DATE:** Thursday to Sunday, 4–7 November 2010

#### ***About the meeting***

The American Musicological Society, with 3,300 members, and the Society for Music Theory, with 1,200 members, bring together academics, graduate students, and other professionals specializing in musicology and music theory. This meeting constitutes the largest single gathering of individuals in the field of music and the humanities in the world this year. It will be the seventy-sixth annual meeting of the AMS and the thirty-third annual meeting of SMT. It will provide an opportunity for attendees to network, share knowledge, and explore new directions in music research and practice. Over 250 individual presentations are scheduled, along with a large number of performances, small meetings, receptions, and other events.

By participating in this year's meeting, you will reach a large specialized audience of customers for your products and services. Registrants are expected to number over 1,800 of the leading specialists in the U.S., Canada, and other countries, including heads of research institutes, academic deans and department chairs, private consultants, and graduate students.

#### ***Exhibit Area***

**Facilities.** The exhibits for this meeting will be held in the Marriott Ballroom on the Second Level of the Indianapolis Marriott Downtown. The conference registration area and meeting presentations are located nearby (thirteen concurrent sessions are scheduled). An area with refreshments, tables, and chairs for informal socializing is planned for the exhibit area to encourage attendees to spend time with exhibitors. Complimentary refreshment breaks will be provided in the exhibit area.

This year sixty 8' x 10' booths are available. All booths include a six-foot draped table, two side chairs, a wastebasket, and one identification sign with name and booth number. Exhibitors may rent as many booths as they wish.

**Services.** The exhibit area will be managed by Freeman Decorating Service. They will maintain an office on site throughout move-in and move-out. An exhibitor's kit containing order forms and prices for rental furniture, special signs, internet, telephone, electrical hook-ups, etc., will be sent to you at least eight weeks prior to the meeting.

Although neither the AMS, SMT, Freeman, nor the Indianapolis Marriott Downtown may be held responsible for loss or damages, we will make every effort to ensure security. We will provide guard service during all hours that the exhibits are closed (security personnel also monitor the exhibit entrance). Exhibitors are urged to make sure their booths are staffed during all exhibit hours.

A **Directory of Exhibitors** with booth locations will be provided on a large board outside the exhibit hall and included in the meeting *Program and Abstracts* book, which is distributed to all registrants. In order to have your listing appear in the book, your reservation must be received by Friday, August 13, 2010.

**Schedule.** The exhibit area will be open for four days.

Exhibit Setup:	Thursday, November 4	8:00 AM–12:00 PM
Exhibit Hours:	Thursday, November 4	1:00 PM–6:00 PM
	Friday, November 5	8:30 AM–6:00 PM
	Saturday, November 6	8:30 AM–6:00 PM
	Sunday, November 7	8:30 AM–12:00 PM
Exhibit Tear-down:	Sunday, November 7	12:00 PM–4:00 PM

**Reservations and Deadlines.** Payment of the exhibit fee must accompany reservations; booth assignments cannot be made until both the reservation and payment have been received. (Use the enclosed “Exhibit/Advertising Reservation” form.) Booth assignments will be finalized about July 6, 2010; reservations received after that date will be assigned a booth number upon receipt. Prior to August 13, 2010, booth cancellations will be refunded (a \$20 handling charge will be assessed). *No refunds can be made after August 13, 2010.*

*Space assignments are on a first-come, first-served basis;* all assignments are final. Affiliated exhibitors may request adjoining booths, but booth assignment will be based on receipt of the later reservation if received at different times. The earlier your reservation is received, the more favorable your booth assignment will be.

Name badges for exhibitor representatives will be provided. Two complimentary registration packets and tote bags will be provided for all exhibitors, upon request.

### ***Sponsorship opportunities***

A variety of opportunities are available; please see the enclosed information sheet.

## **Advertising**

The *Program and Abstracts* of the AMS/SMT Joint Annual Meeting is distributed to all convention registrants and lists timetables, social activities, abstracts of presentations, concerts, and other essential information for persons attending the conference. It has been our experience that this book is retained by attendees as a permanent resource; in addition, requests for copies are received throughout the year. Advertising in the *Program and Abstracts* provides an opportunity to reach over 1,800 musicologists and music theorists around the world. This year's *Program and Abstracts* provides an excellent opportunity for both publishers and suppliers to advertise their services and products. Please see the attached Advertising Rate Sheet for detailed specifications. Design assistance is available upon request.

**Deadline** (ad copy and exhibit booth reservations): August 13, 2010

*See the enclosed form for full details.*

*NB: All exhibit and advertising orders include the listing of business names and addresses, telephone, fax, e-mail, and web URL in the published "Directory of Exhibitors" in the Program and Abstracts and at the AMS web site.*

## **Conference Packet Inserts**

Companies may send inserts for inclusion in the meeting packets (no more than twenty-four pages per insert). *See the enclosed form for full details.*

## **Common Table**

As in previous years, The Scholar's Choice will be handling the combined book exhibit. If you would like to display individual titles, please contact Debby Pitts at The Scholar's Choice. She may be reached at (585) 262-2048 x108 or at [djpitts@scholarschoice.com](mailto:djpitts@scholarschoice.com). You may also print a conference reservation form at their Web site, [www.scholarschoice.com](http://www.scholarschoice.com). Reservations will be accepted beginning 4 June 2010.

## ***Application Instructions***

Enclosed please find application forms for:

- Exhibit Booths
- Sponsorship
- Program Book Advertising
- Inserts for Registration Packets

Please fill out the appropriate sections and send your completed application and payment to:

**The American Musicological Society**  
**Attn: Indianapolis Exhibits**  
**Bowdoin College**  
**6010 College Station**  
**Brunswick, ME 04011-8451**

Fax: 207.798 4254, toll-free fax 877.679.7648; e-mail (attachments): [ams@ams-net.org](mailto:ams@ams-net.org)

After the receipt of paid application for exhibit space, exhibitors will be sent:

- Preliminary schedule of events (available in July)
- AMS/SMT Meeting Registration Form for Exhibitors
- Exhibitor Service Kit from Freeman Decorating Service, with shipping instructions, information on additional furnishings, electrical/telephone/internet services, etc.

### **Deadlines:**

- Exhibit booth applications: August 13, 2010 or until filled
- Program Booklet advertising: August 13, 2010
- Conference Packet inserts reservation: October 1, 2010
- Receipt of Conference Packet inserts: November 2, 2010 (in Indianapolis)

All applications for exhibit space and registration inserts must be accompanied by payment. Checks should be made payable to: **AMS/SMT Indianapolis 2010**. If paying by credit card (Visa / Master Card / Amex / Discover) please send cardholder name, card billing address, account number, expiration date, and card identification verification number.

For the latest meeting information, please visit the web site:

<http://www.ams-net.org/indianapolis/>