

Arkansas Library Association Conference



Vendor & Sponson Packet 2026

October 16-18, 2026



Introduction

We're excited to invite you to join us as an exhibitor at the 2026 Arkansas Library Association Conference, taking place October 16–18 in Hot Springs, Arkansas.

This year's theme is **New Trails in Library Service**, and we're looking forward to gathering librarians and library staff from across the state for three days of connection, learning, and inspiration. As a new or existing vendor, this is a great opportunity to showcase your products or services, build relationships with decision-makers in the library field, and enjoy the benefits of a focused and friendly environment.

Why Exhibit at ArLA 2026?

- Low-cost exhibitor rates
- Three days of engagement
- Exclusive exhibit hall hours on Saturday with no competing breakout sessions
- Cozy, intimate setting for meaningful conversations
- Two (2) complimentary full conference registrations per 10'x10' booth, including access to all general and breakout sessions, meals served in the exhibit hall, and private meeting room in the exhibit hall
- Conference attendance includes public, academic, school, and special librarians
- Vendor tables are located near sessions, networking spaces, and the silent auction

We also offer sponsorship opportunities for organizations interested in increasing their visibility and impact during the event!



Exhibit Details

<i>Categories</i>	<i>Price</i>
Early Vendor Registration	\$300 <i>Received before August 28</i>
Standard Vendor Registration	\$350 <i>Received after August 28</i>
Academic, Nonprofit, or Government Agency	\$250
Author or Performer	\$150
Electricity Outlet	\$50
Additional Tables & Equipment Needs	Contact Southwest Design & Display (page 5)

Refund Policy: Written refund requests must be received at least 30 days before the conference start date. No refunds will be issued after this deadline. All refunds are subject to a \$50 administrative fee. Exhibitors agree to abide by all rules and regulations outlined in this agreement.

Exhibit Details

Thursday, October 15 / Load in and set up 1-5PM

- Each exhibitor will receive a 10' x 10' booth space, including a draped 8-foot table and two chairs.
- Electricity is available for an additional \$50 fee.
- Saturday and Sunday box lunch are included. A full breakfast is included in the hotel conference rate. Vendors are additionally welcome to attend social hours, Awards reception, and trivia.
- Door prize giveaways are encouraged to boost engagement and attendee interaction. ArLA will also host an Exhibitor Bingo with prizes to encourage engagement.
- The active Exhibit Hall includes Panel Discussion Lunch, Author Lunch and Book Signings, Poster Sessions, Exclusive Vendor Hour, Attendee Meetups, and Silent Basket Auction (Exhibitors are welcome to donate baskets to the Silent Auction).
- Complimentary Wi-Fi is provided by the Convention Center; however, bringing a personal hotspot is recommended for added reliability.
- **Vendor registration deadline: September 25, 2026**

Sponsorship opportunities are available!

Hurry--Booth space is limited!

Conference and Exhibit Location

Hot Springs Convention Center
134 Convention Blvd., Hot Springs, AR 71901
(501) 321-2277

Hotel Reservations

To reserve your room, call Embassy Suites by Hilton Hot Springs Hotel & Spa at (501) 624-9200.

A block of rooms has been reserved for conference attendees—be sure to request the ArLA Conference rate to receive the discounted pricing.

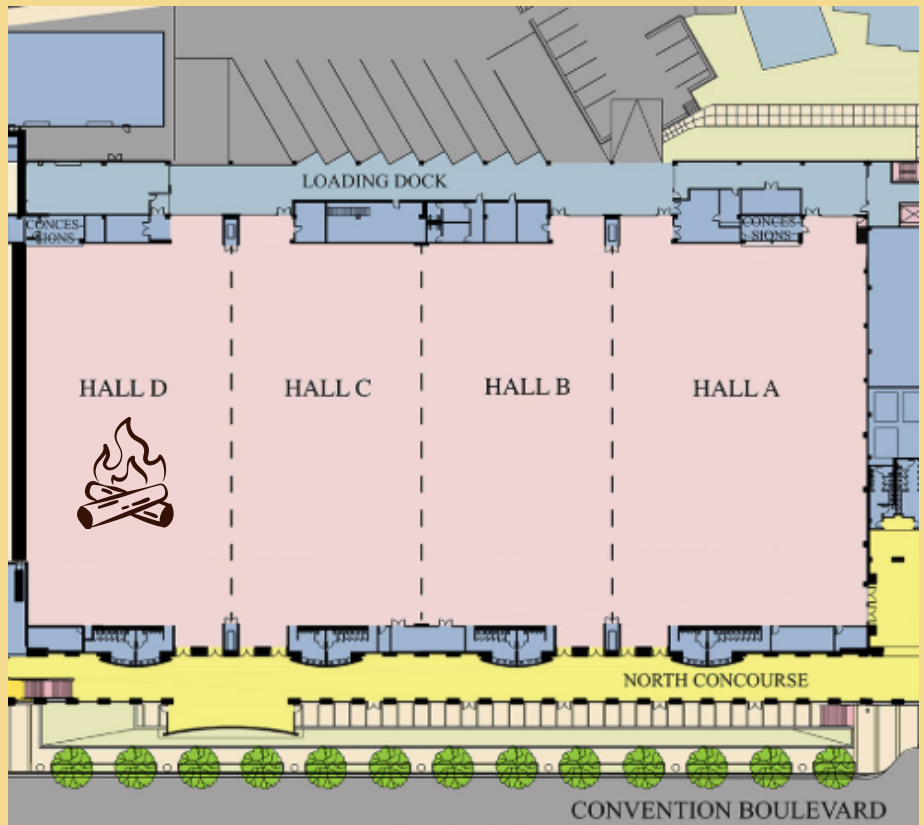


Exhibit Schedule



*Load in and set up:
Thursday, October
15, 1-5PM*

*Tear down: Sunday,
October 18 by 5PM*



Exhibitor & Sponsorship Space Assignments:

All booths will be located in Exhibit Hall D. A loading dock is available on the south side of the Convention Center for easy setup and breakdown. Booth assignments will be made on a first-come, first-served basis. ArLA will do its best to accommodate preferences for exhibit space whenever possible.

For more information, please contact:

Jamie Middleton
ArLA Conference Co-Chair
vendorregistration@arlib.org

For additional equipment or direct shipping, please contact:

Southwest Design & Display
Specific Vendor instructions are attached on next page



Southwest Design and Display 1310 Jackman St. Benton AR 72015

(501) 376-9114 Office@southwestdd.com www.southwestdd.com

Arkansas Library at The Hot Springs Convention Center

Accessories and freight orders can be placed online at www.southwestdd.com under the vendor form tab.

Orders must be placed between NO LATER THAN Oct. 1, 2026

FREIGHT MUST ARRIVE NO LATER THAN Oct. 9, 2026, BY 3 PM

Shipping address is: 1310 Jackman Rd. Benton AR 72105

Freight instructions:

When placing the freight order please be sure to enter a total weight.

Freight should be labeled with conference name "Library" and your company name as it appears on your booth sign.

At the end of the conference, please package contents, tape up, and attached your return shipping label. Southwest Design DOES NOT provide return labels.

Leave the freight in your booth and Southwest Design will collect it at the end of the conference.

Exhibitors are responsible for scheduling the pickup of the freight from Southwest Designs office 2 business days after the conclusion of the conference.

If you have any questions, please contact Amanda at (501) 376-9114 or office@southwestdd.com

Sponsorship Packages

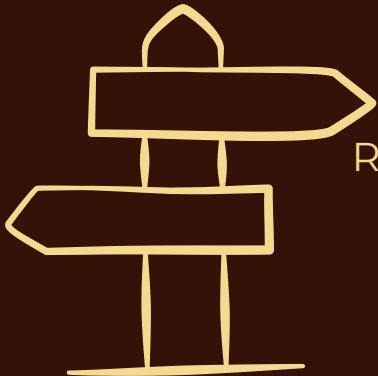


Awards - \$2,000 - 2 Available

Recognition at all General Sessions + Awards Reception
2-minute address to attendees
Sponsor signage at booth space
Logo + link on conference webpage

Author - \$1,000 - 3 Available

Recognition at Author Lunch
Sponsor signage at booth space
Logo + link on conference webpage
Logo on Author Lunch promotion



Social Hour - \$1,000 - 2 Available

Recognition at all General Sessions + Welcome Reception
2-minute address to attendees
Sponsor signage at booth space
Logo + link on conference webpage

Refreshments - \$500 - 4 Available

Recognition at break announcements
Sponsor signage at booth space
Logo + link on conference webpage

