

December, 2018

Dear Exhibitor,

Welcome to America's Center! We are excited that you are exhibiting in the **Aero & Auto Advanced Suppliers Summit St. Louis, October 8-10, 2019.**

At America's Center we offer each exhibitor several building services that range from electrical to food and beverage. Each contractor has met strict requirements in product and service quality. Because our mission statement is "Becoming America's Best Center", we are constantly improving the quality level of the products and services we offer. Therefore, please feel free to contact me if you have any special needs, require additional services or if our building services are not providing the highest quality level of products and services. I can be reached at (314) 342-5120.

Along with our other various building services, we also offer licensed security officers to man your booth during the closed periods of the show. To order this service prior to your convention date or to receive additional information, please contact Jourdon Morgan, Director of Public Safety at (314) 342-5163 or fax (314) 342-5040. The cost for the licensed security officer is \$24.75 per hour with a four hour minimum. You will also be able to order this service on-site by contacting the Show Security Supervisor, however, personnel availability cannot be guaranteed unless the request is received at least one week prior to the first show date.

Again, our goal is to help you achieve a successful and profitable show. Feel free to contact me at anytime.

Sincerely,



Phillip Ransford  
Director of Event Management