



FULL **THROTTLE** **TO M-PACT 2026**

EXHIBITOR SERVICES MANUAL

**FOR MORE
INFORMATION**

MEGGIE DAVLIN

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EXHIBIT@M-PACT.ORG

M PACT
FUEL & CONVENIENCE
TRADESHOW

APRIL 14-16, 2026

INDIANAPOLIS

M-PACT.ORG

TABLE OF CONTENTS

SHOW CONTACTS, HOURS, EXHIBITOR GUIDELINES

- 3 • M-PACT 2026 Contacts
- 3 • Exhibitor Services Contacts
- 3 • Exhibitor Services Hours
- 3 • Move In Hours
- 3 • Show Hours
- 3 • Exhibitor Presence
- 3 • Early Tear Down/Move Out
- 3 • Security

EXHIBIT SPACE RULES & REGULATIONS, PAYMENT, ACCESS

- 4 • Exhibit Space Rules & Regulations
- 4 • Account Payment
- 4 • Exhibitor Credentials/Badges

EXHIBITOR STANDARDS

- 5 • Booth Uniformity
- 5 • Display Arrangement
- 5 • Prohibited Items
- 5 • Exhibitors & Exhibitor's Representatives
- 6 • Non-Exhibiting Vendors
- 6 • Common Areas
- 6 • Exhibitor Responsibilities
- 6 • Floor Plan
- 6 • Approval

SHOW INFO & AMENITIES

- 7 • Convention Center Address
- 7 • ATMs
- 7 • Accessibility
- 7 • Business Center
- 7 • First Aid
- 7 • Lost & Found
- 7 • Parking

APPENDIX

- 8 • Maps and Forms
 - M-PACT 2026 Floor Map
 - Convention Center Map
 - Food Sampling Form

APRIL 14-16, 2026
Indiana Convention Center
Indianapolis, IN
m-pact.org

SHOW CONTACTS, HOURS, EXHIBITOR GUIDELINES

M-PACT 2026 CONTACTS

Exhibitor Sales & Info

Meggie Davlin – exhibit@m-pact.org or 217.241.0508

Attendee Info & Registration

Shaan Carlson-Woo – registration@m-pact.org or 614.221.7833

Meeting Coordinator & Logistics

Kellie Walsh – logistics@m-pact.org or 317.985.4380

Sponsorship Sales & Info

Cathy Melton – sponsor@m-pact.org or 317.319.4294

Marketing & Promotional Content

Adam Stinnett – marketing@m-pact.org or 859.226.4382

EXHIBITOR SERVICES CONTACTS

Booth Furnishings & Shipping Information

Excel Decorators – They will contact you directly

Electrical, Internet, and Utilities

Indiana Convention Center – M-PACT will notify when available

Lead Retrieval Solutions

eShow Management – M-PACT will notify when available

EXHIBITOR SERVICES HOURS

The exhibitor service desk hours will reflect the hours of operation for move-in, show hours and move-out.

The exhibitor service desk will be located at the rear of the tradeshow floor.

MOVE IN HOURS

| | |
|---------------------|---------------------------------|
| Monday, April 13 | 11:00 am (<i>Trucks Only</i>) |
| Tuesday, April 14 | 9:00 am – 5:00 pm |
| Wednesday, April 15 | 8:00 am – 10:00 am |

SHOW HOURS

| | |
|---------------------|--------------------|
| Wednesday, April 15 | 11:00 am – 5:00 pm |
| Thursday, April 16 | 10:00 am – 1:00 pm |

EXHIBITOR PRESENCE

Booths must be open and staffed during show hours listed above. Failure to open & close during these times will make your exhibit space subject to immediate closure for the remainder of the show and non-renewal of the application process for the following year.

EARLY TEAR DOWN/MOVE OUT

The 2026 M-PACT Tradeshow will close at 1:00 pm on Thursday, April 16, 2026. No one will be allowed to move items out until security has cleared that all attendees from the wings. Absolutely no Exhibitor is to tear down and move any items out before this time.

SECURITY

M-PACT will provide security guards for general purposes on the exhibit floor on a 24-hour basis during the period of the show, including installation and dismantling. Every reasonable effort will be made to secure the premises. Exhibitors are encouraged to remove valuable items when tradeshow hours finish each day. M-PACT shall not be responsible for lost, stolen or damaged goods or products in an exhibitor's booth space. The final responsibility; however, lies with the exhibitor.

EXHIBIT SPACE RULES & REGULATIONS, PAYMENT, ACCESS

EXHIBIT SPACE RULES AND REGULATIONS

The following rules and regulations are designed to promote a successful and safe show and may be amended at any time by M-PACT to accomplish these goals. M-PACT reserves the right (at exhibitor's expense) in its sole and absolute discretion to erect any exhibit, to prohibit the erection of any exhibit, or to require the removal (at exhibitor's expense) of any exhibit upon or from the floor of the show area, and also reserves the right to have any exhibitor, or exhibitor's employee, guest or representative removed from the floor of the show area if any exhibit, exhibitor, or exhibitor's employee, guest or representative is found by M-PACT to be in violation of any one or more of this agreement's provisions, including the provisions of these Terms and Conditions. If M-PACT takes any action against a party according to the provisions of this section, the exhibitor may not recover any exhibit fees paid to M-PACT. Furthermore, M-PACT will have the sole and absolute discretion to determine what an exhibitor may use in a booth product demonstration or in any exhibit in general. M-PACT will not permit any exhibits or booth product demonstrations that it feels may be offensive to its members. By way of example and not in limitation of the generality of the foregoing, M-PACT will prohibit any exhibits or booth product demonstration it feels contain pornography, weapons, or animals.

M-PACT reserves the right to waive, modify, amend or otherwise alter any provision of these Rules and Regulations. Such waiver, modification, amendment or alteration shall apply only to the provision waived, modified, amended or altered. All other provisions contained herein shall remain in full force and effect as written.

ACCOUNT PAYMENT

A 25% deposit for exhibitor space and state tax is due upon acceptance to the 2026 M-PACT Tradeshow. All booths are required to be paid in full by February 1, 2026, seventy-two days prior to the start of the event. If full payment is not met, exhibitors will lose their space. Payments can be made with the following methods: Electronic Check or Credit Card (3% processing fee) through the exhibitor portal. Company checks may be sent to:

M-PACT Tradeshow
Attn: Meggie Davlin Exhibit Coordinator
112 W. Cook Street Springfield,
Illinois 62704

NO CASH PAYMENTS ALLOWED. Contact Show Management for more information to complete payment process.

EXHIBITOR CREDENTIALS/BADGES

Registered exhibiting organizations are allotted a set number of Exhibitor Badges based on booth size.

- 10' x 10' exhibit booths - 4 badges
- 10' x 30' exhibit booths - 5 badges
- 10' x 50' exhibit booths - 6 badges
- 20' x 20' exhibit booths - 16 badges
- 20' x 30' exhibit booths - 16 badges
- 20' x 40' exhibit booths - 16 badges
- 20' x 50' exhibit booths - 16 badges
- 20' x 60' exhibit booths - 16 badges

Exhibitor badges must be picked up at the registration check-in to enter the tradeshow floor before it opens. Additional badges can be purchased for \$125/each.

EXHIBITOR STANDARDS

BOOTH UNIFORMITY

To maintain uniformity and to prevent the obstruction of view of adjoining booths, displays cannot be an end cap, and must not be higher than 8 feet in back of booth and 4 feet along dividers and aisles. No walls, partitions, decorations or other obstruction may be erected which in any way interfere with the view of any other exhibitor, without prior permission from M-PACT. M-PACT will inform the exhibitor of any infractions; all corrections must be made before the Exhibit Hall opens.

DISPLAY ARRANGEMENT

All exhibitors must rent adequate space to accommodate their planned product display and shall arrange the displays so as to utilize only the booth area contracted for, to recognize the rights of other exhibitors and show visitors, and to conform to the overall pattern developed by M-PACT. M-PACT reserves the right, at exhibitor's expense and without any liability of any kind to M-PACT, to rearrange or remove displays not conforming to these requirements, without itself incurring any liability, and to bill the exhibitor for any and all charges incurred.

Any part of the exhibit which does not lend itself to an attractive appearance, including, but not limited to, unfinished side or end panels, must be draped or redesigned at the exhibitor's expense. M-PACT reserves the right to make such corrections, without incurring any liability, and to bill the exhibitor for charges incurred.

PROHIBITED ITEMS

M-PACT will not permit any exhibits or booth product marketing that creates a legal risk to the show. THE FOLLOWING PRODUCTS ARE NOT ALLOWED

AT THE INDIANA CONVENTION CENTER (PER INDIANA LAW), AND WILL NOT BE APPROVED TO EXHIBIT AT M- PACT: CBD, KRATOM, HEMP DERIVED DELTA 8 OR DELTA 9 PRODUCTS. Exhibitor may not display drug paraphernalia; sexual devices; weapons; nudity in any form; "x-rated" program materials or any literature pertaining to such materials.

Helium balloons are prohibited at the ICC.

No exhibit may interfere with the use of other exhibits, impede access to other exhibits, or impede the free use of the aisles between exhibits. Sound presentations, slides or movies will be permitted if tuned to conversational levels, and if not objectionable to other exhibitors. Sound from any and all audio presentations must not carry beyond the immediate area of display or exceed 85 decibels. No use of music shall be made in conjunction with exhibitor's display other than that which exhibitor is licensed and for which all royalties or other fees due have been paid. Exhibitor agrees to hold M-PACT harmless from any and all claims resulting from use of any music used. An exhibit may not use lighting effects which interfere with other exhibits.

EXHIBITORS AND EXHIBITOR'S REPRESENTATIVES

Children under the age of 16 years will not be permitted in the Exhibit Hall during move-in or move-out hours.

Exhibitor's representatives wearing distinctive costumes, or carrying banners or signs separately or as part of their apparel, must remain in their own booths while exhibiting. Booth representatives and exhibitor's officers, agents, and employees may not wear clothing that M-PACT deems excessively scanty or revealing, or otherwise inappropriate or not in keeping with the

EXHIBITOR STANDARDS

character of the show. Prohibited apparel includes, but is not limited to, bathing suits, lingerie, excessively short skirts or shorts, and/or other attire M-PACT deems, in its sole discretion, scanty or revealing.

After show hours, only those exhibitors properly identified and with the permission of M-PACT may enter the hall. Exhibitors will not be permitted to remove any of their show equipment or display materials from the facility between the opening and closing of the exposition without special permission in writing from M-PACT. Additionally, exhibitor personnel wishing to remove general merchandise from an exhibit area shall notify M-PACT in advance of any removal.

NON-EXHIBITING VENDORS

At its sole discretion, M-PACT may admit a non-exhibiting vendor and provide said vendor access to the Exhibit Hall. A non-exhibiting vendor who obtains M-PACT's approval, shall pay a fee of \$750 per person. A non-exhibiting vendor shall comply with all provisions contained within M-PACT's Terms and Conditions and Rules and Regulations documents, including but not limited to Subsection (g)(9), which requires all business activities and promotion to be conducted within the exhibitor's booth space. Any violation of these Rules and Regulations shall result in the non-exhibiting vendor's immediate expulsion from the Exhibit Hall. Any expelled non-exhibiting vendor shall be refused re-entry to the Exhibit Hall for the remainder of that year's show and may, at M-PACT's sole discretion, be precluded from exhibiting at future shows.

Non-exhibiting vendors who do not remit the required fee will not be allowed on the trade show floor.

COMMON AREAS

Aisle space shall not be used for exhibit purposes, display signs, solicitation, or distribution of promotional material. Exhibits, signs and displays are also prohibited in any of the common public spaces on the premises of the meeting facilities or in the guest rooms, lobbies or hallways of the hotels. M-PACT in its sole discretion also prohibits non-approved publications and/or advertising in any of the common public spaces on the premises of the meeting facilities or in the guest rooms, lobbies or hallways of the hotels.

EXHIBITOR RESPONSIBILITIES

Exhibitor shall for itself and any of its agents, subcontractors, employees, guests, invitees, or independent contractors be solely and exclusively responsible for installation and dismantling of exhibits and shall be solely and exclusively liable for any damage or injury to person or property resulting from or during installation and dismantling.

FLOOR PLAN

All dimensions and locations shown on the official floor plan are believed, but not warranted, to be accurate. Furthermore, M-PACT reserves the right to make such modifications to the official floor plans as may be necessary to meet the needs of the exhibitors and the exhibit program.

APPROVAL

In all instances throughout the Term and Conditions, the Rules and Regulations, and the application, wherever a decision is to be made by M-PACT with respect to approval, eligibility or any other type of decision required hereunder, such decision shall be made in M-PACT's sole and absolute discretion.

SHOW INFO & AMENITIES

CONVENTION CENTER ADDRESS

100 South Capital Avenue, Indianapolis, IN 46225

ATMs

ATMs are located on the first level of the Indiana Convention Center in the Maryland Food Court, between Room 116 and the 500 Ballroom Reception Room, and the Hoosier Hallway.

ACCESSIBILITY

The Indiana Convention Center is ADA-compliant. Accommodations for persons with disabilities include: Braille signage, accessible restrooms, designated parking and wheelchair availability. Persons may be dropped off and/or picked up on the north side of the convention center under the Maryland Street canopy. Located at the southwest corner of Maryland Street and Capitol Avenue, access may be restricted during certain events.

BUSINESS CENTER

In partnership with RICOH Business Solutions, the Indiana Convention Center's first-floor business center, Speedway Hallway, features copy services, document finishing, fax services and more.

FIRST AID

First aid facilities are staffed by Indiana University Health Services. In the event of a medical emergency, dial 3350 from any red house phone.

LOST AND FOUND

The Indiana Convention Center lost and found office is in the Dispatch Office. You can reach them by calling 317.262.3350.

PARKING

The Indiana Convention Center has approximately 12,000 parking spaces in the surrounding parking garages and surface lots.

APPENDIX

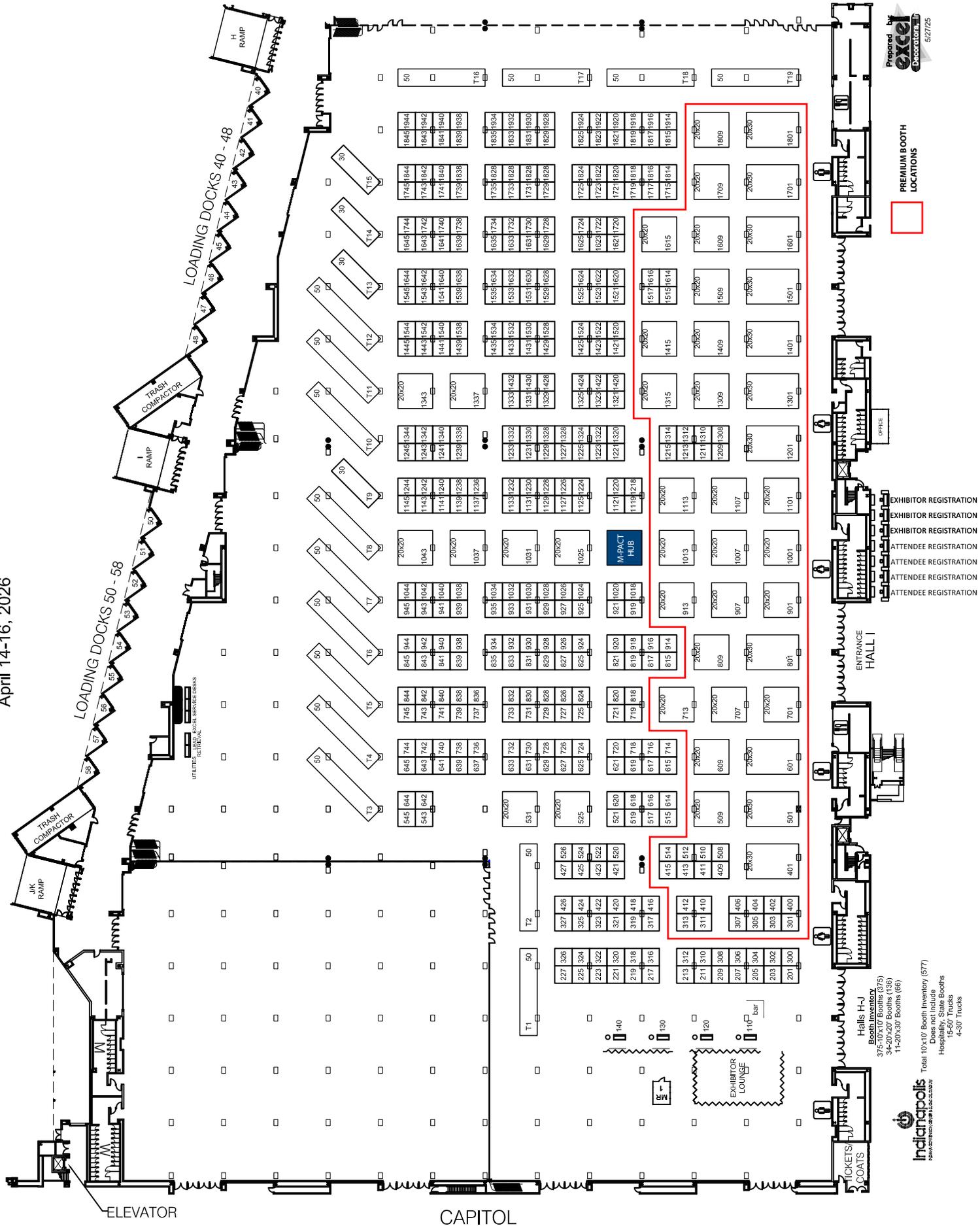
MAPS AND FORMS

This sections includes the maps and forms listed below.

- M-PACT 2026 Tradeshow Floor
- Indiana Convention Center Map
- Food Sample Handout Form

MIDWEST PETROLEUM & CONVENIENCE TRADE SHOW

April 14-16, 2026



Prepared by
Excel
Decorators
512/725

PREMIUM BOOTH LOCATIONS

- EXHIBITOR REGISTRATION
- EXHIBITOR REGISTRATION
- EXHIBITOR REGISTRATION
- ATTENDEE REGISTRATION
- ATTENDEE REGISTRATION
- ATTENDEE REGISTRATION

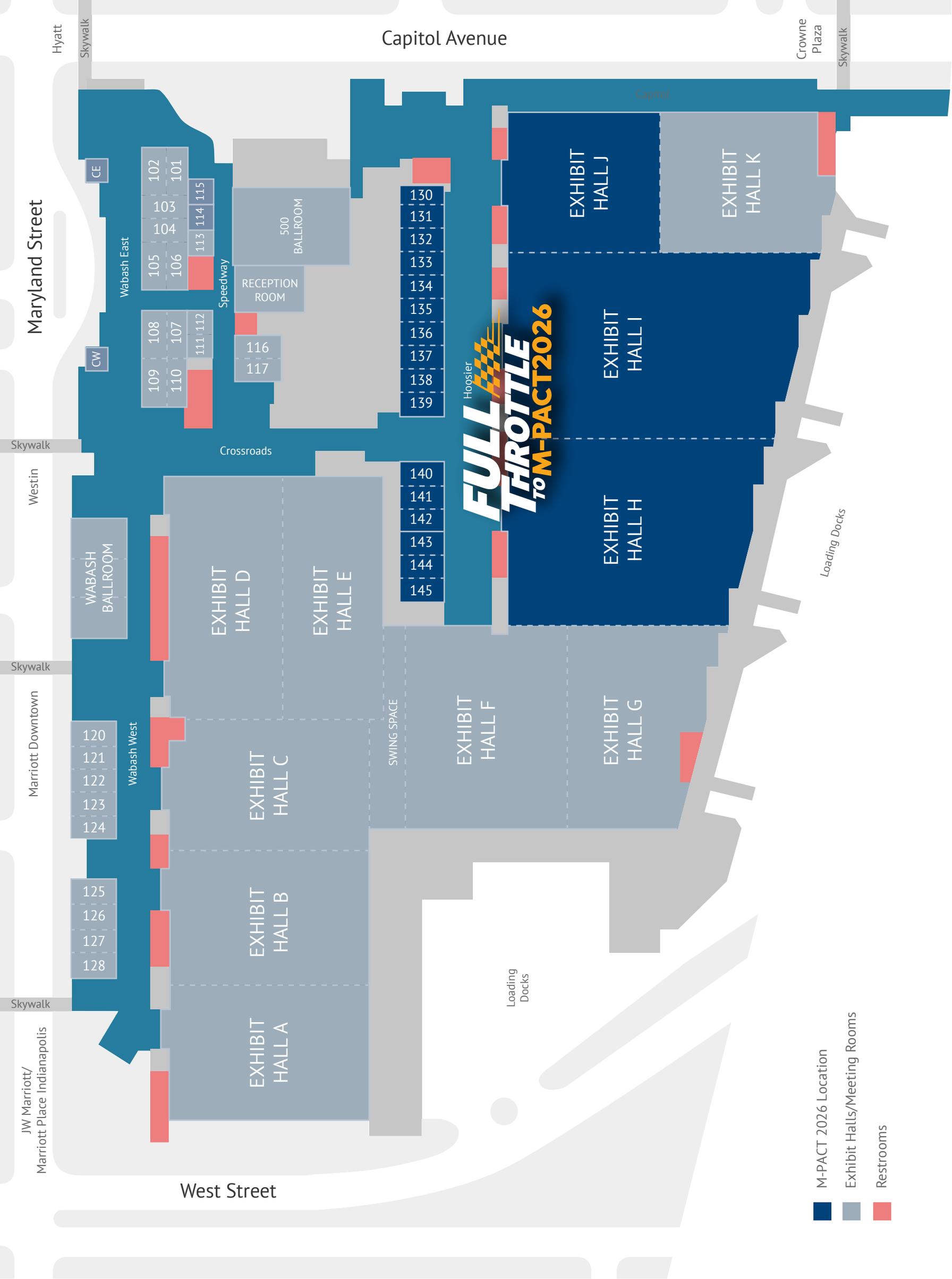
ENTRANCE HALL I

Halls H-I
Booths 10x10 Booths (375)
34-20x20 Booths (136)
11-20x30 Booths (66)

Total 10x10 Booth Inventory (577)
Does not include
Hospitality, Suite Booths
15-50' Trucks
4-30' Trucks

Indianapolis
Total 10x10 Booth Inventory (577)
www.indianapolisbooths.com

CAPITOL



Capitol Avenue

Maryland Street

Crowne Plaza

Hyatt

Skywalk

Skywalk

Wabash East

Speedway

500 BALLROOM

RECEPTION ROOM

Hoosier
FULL THROTTLE
To M-PACT 2026

102
101

103
104

105
106

108
107

109
110

111, 112

116
117

130
131
132
133
134
135
136
137
138
139

EXHIBIT HALL J

EXHIBIT HALL K

EXHIBIT HALL I

EXHIBIT HALL H

EXHIBIT HALL D

EXHIBIT HALL E

140
141
142
143
144
145

WABASH BALLROOM

Loading Docks

Westin

Marriott Downtown

JW Marriott/ Marriott Place Indianapolis

Wabash West

SWING SPACE

EXHIBIT HALL F

EXHIBIT HALL G

EXHIBIT HALL C

EXHIBIT HALL B

EXHIBIT HALL A

Loading Docks

West Street

M-PACT 2026 Location

Exhibit Halls/Meeting Rooms

Restrooms



Application for Food Sampling Indiana Convention Center and Lucas Oil Stadium

The Indiana Convention Center has established the following provisions to allow for the distribution of sampled food and beverage items:

Organizations and/or their Exhibitors may distribute sample food and/or beverage products **ONLY** upon written authorization. All Exhibitors intending to serve sample-sized portions of food and/or beverages manufactured by the exhibiting company **MUST** apply for authorization from Centerplate. This information is **required** and must be faxed to Centerplate **at least three weeks prior** to the event date.

General Conditions: The Catering Department retains the exclusive right for all booth catering and reserves the right to provide all cash and contracted service designated for on-site consumption.

- Booth Catering is defined as food and /or beverage used to entice delegates and guests to their booth.
- Items dispensed are limited to products manufactured or processed by the exhibiting company and must be related to the purpose of the show.
- Any product **not** manufactured or processed by the exhibiting company must be purchased from Centerplate.
- All items are limited to SAMPLE SIZE: Maximum 2oz portions on a normal basis but if pre-packaged can be a larger size. Please specify below.
- Items are used as samples only; no cash sales are permitted.
- Indiana State Law prohibits anyone other than the alcohol license holder from distributing, giving away or bringing into the Indiana Convention Center any alcoholic beverages for the purpose of traffic promotion. All alcoholic beverages must be purchased from the license holder (Sodexo Live!)
- Indiana Convention Center understands that certain conventions have as their primary purpose the preparation and consumption of food and beverage. Exhibitors at private conventions relating to food/beverage may sample items if approved and follows the sampling guidelines
- The Show must register and report all Exhibitors sampling food items to the Marion County Health Department. Exhibitors must comply with all requirements. **Questions regarding health department compliance : Kelli Whiting kwhiting@marionhealth.org**

*Questions regarding the sampling form and sending back completed form:
317.262.3500*

Name of Event: _____ **Date(s) of Event:** _____

Company Name _____ **Contact Name** _____ **Phone** _____

Address _____ **City** _____ **State** _____ **Zip Code** _____

Email Address _____

Products you wish to dispense _____

Portion Size _____

Proposed method of dispensing and purpose for offering samples: _____

APPROVED: _____ **Date** _____

General Manager, Sodexo Live

