

Frequently Asked Questions

(as of July 2017)

[Registration](#)

[Housing](#)

[Travel](#)

[Exhibits](#)

[Continuing Education](#)

[Proposal Submissions](#)

Registration

Where is the convention being held?

Music City Center
201 Fifth Avenue South
Nashville, TN 37203

The Omni Nashville Hotel (250 Fifth Avenue South, Nashville, TN 37203) is a co-headquarters hotel and will be the location for many business meetings and social events.

What is the registration deadline?

Early-Bird: February 7, 2018

Regular/On-Site Rates Begin: February 8, 2018

What are the registration rates and how do I register?

Registration rates are now available on the [convention website](#). Registration will open in early November. Information regarding the registration process will be posted as it becomes available.

Do I have to register if I am a speaker/presenter?

Yes. At this time, SHAPE America does not offer reduced registration fees or speaker stipends to attend the national convention. Individuals in the fields of health and physical education, physical activity, dance, or sport must register and pay the registration fee. Speakers who are members pay the SHAPE America member rate; speakers who are in the above fields but are not members pay the non-member rate.

Speakers *not* in the health and physical education, physical activity, dance, or sport fields, may request a complimentary one-day pass to attend the convention. Requests must indicate the justification for the request and be emailed to conv@shapeamerica.org no later than February 7, 2018. *(Individuals retired from the health and physical education, physical activity, dance, or sport fields do not qualify for a complimentary one-day pass and must register under the applicable member or non-member registration fee.)*

Are meals included with my registration?

No, but there are plenty of food areas in the convention center, exhibit hall, and around Nashville. The only food provided would be for any ticketed event that includes meals.

What is a ticketed event?

Ticketed events are special workshops, meal events or other activities offered during the week of convention that may require a fee in addition to convention registration. Some may also require prerequisites to attend. Tickets may be purchased during the convention registration process (opens in early November). Please refer to the descriptions and applicable prerequisite information on the SHAPE America website before registering. Tickets may be limited and must be purchased on or before the posted deadline date. *Tickets will not be sold at the door for any event.*

Can I purchase tickets to meal events if I am not attending the convention?

Yes, meal events do not require convention registration. If attending a meal event with a registered attendee, have the registered attendee order a ticket for you.

If not attending the meal event with a registered attendee, tickets must be purchased through the convention registration database even if you are not registering to attend educational sessions or other aspects of the convention. Registration will open in early November.

What information will be provided when my badge is scanned in the exhibit hall?

When registering or checking in for the convention, you will be issued a name badge. You are required to wear your badge to gain admission to all sessions and the exhibit hall. If you do not have your name badge, you may not be granted entry to convention events. For your safety, do *not* wear your badge outside of the convention venues.

As a SHAPE America registrant, your contact information is conveniently encoded into your badge.

With your permission only, exhibitors may scan the QR code or manually input your badge ID number and they will be provided your name, company name, address, phone number, and email address.

You may decline having your badge scanned if you do not wish to share your information. Just like handing out your business card, when you provide your contact information to exhibitors you are granting them permission to communicate with you. You will be subject to their communications and privacy policies and must opt-out with them directly.

Housing

What hotels are in the SHAPE America block?

A block of sleeping rooms has been reserved for convention attendees and exhibitors at the following hotels. Staying at one of the designated SHAPE America venues will assure you comfortable, quality accommodations, and will help keep registration and hotel costs down for future events. Hotel rates are now available on the [convention website](#).

Omni Nashville Hotel (Co-Headquarters): 250 Fifth Avenue South, Nashville, TN 37203

Hilton Nashville Downtown (Co-Headquarters): 121 Fourth Avenue South, Nashville, TN 37201

Renaissance Nashville Hotel (Co-Headquarters): 611 Commerce Street, Nashville, TN 37203

Courtyard by Marriott Nashville Downtown: 170 Fourth Avenue North, Nashville, TN 37219

How do I book my hotel?

Housing for the SHAPE America National Convention & Expo is handled exclusively by Experient, a Maritz Travel Company. Calls from other companies should not be accepted. Please report any incidences to shapeamerica@experient-inc.com.

Hotel information is available on the [convention website](#). Accommodations must be booked online through SHAPE America's official housing bureau, Experient, during the convention registration process beginning in early November. *Rates cannot be guaranteed if not booked through our housing bureau.*

Travel

How do I book a flight to Nashville?

Nashville International Airport (BNA) serves the city of Nashville. You can book your airfare through any airline or travel site. **If you are presenting at the convention, please confirm the date and time of your presentation(s) before finalizing your plans.**

Always research to find the best fares (*beware of hotel packages booked with flights as you most probably will not be able to cancel*). To ensure comfortable, quality accommodations, book at one of the designated convention hotels through SHAPE America's official housing bureau, Experient (reservations must be made online beginning in early November). *Rates cannot be guaranteed unless booked through Experient.* Booking at one of the designated SHAPE America venues will also provide you with assistance from Experient should any problems arise during booking or after you arrive on-site.

How can I get from the airport to my hotel and around Nashville during my stay?

This information will be posted as it becomes available.

What should I wear?

Meeting rooms can be cold; layering is recommended. Many sessions are hands-on so you should dress as you would if you were teaching/attending class. There are many social events, awards ceremonies, as well as general sessions. Attendees may not have time to change, therefore, warm-up suits to business attire is acceptable.

What should I bring?

Many members have found the following to be helpful items to bring: Pen and paper for taking notes, state pins to trade with other educators, camera, umbrellas, comfortable shoes, etc.

Exhibits

How do I sign up to exhibit for the National Convention & Expo?

The SHAPE America National Convention & Expo attracts and engages approximately 5,000 health and physical education professionals who are searching for new products, services and technologies. Review the [2018 prospectus](#) and [interactive exhibit floor plan](#) for information on booth rates, deadline dates and available booth space. To secure your booth, complete the application form on Page 13 of the prospectus or contact Exhibit Promotions Plus, Inc. at (410) 997-0763 or shape@epponline.com.

Who do I contact about sponsorship and advertising opportunities?

Our Development & Outreach team can assist you in combining your exhibit booth with advertising and sponsorships to ensure maximum exposure and impact!

Sponsorship:

Director of Development & Outreach
Phone: (800) 213-7193 x.1468
Email: sponsorship@shapeamerica.org

Advertising:

Sales Manager, Development & Outreach
Phone: (800) 213-7193 x.1457
Email: advertising@shapeamerica.org

What are the Exhibit Hall hours?

Move-in

- **Tuesday, March 20:** 8 a.m. to 6 p.m.
- **Wednesday, March 21:** 8–9 a.m. (touch up only)

Open

- **Wednesday, March 21:** 12–4:30 p.m.
- **Thursday, March 22:** 8:30 a.m. to 4:30 p.m.
- **Friday, March 23:** 8:30 a.m. to 1:30 p.m.

Move-out

- **Friday, March 23:** 1:30–9 p.m.

No teardown permitted prior to 1:30 p.m., Friday, March 23

Continuing Education

Will I earn Continuing Education/Recertification Hours for attending the convention?

This information will be posted as it becomes available.



Proposal Submissions

Educational programming content at the SHAPE America National Convention & Expo covers a wide variety of topics relevant to advancing professional practice and research related to health and physical education, physical activity, dance and sport.

Proposal submissions are no longer being accepted for the 2018 SHAPE America National Convention & Expo (to be considered, proposals must have been submitted online through the submission site by June 16, 2017). All submitters will receive a formal decision notice from SHAPE America headquarters in early October regarding their submission. If session planners have not been notified by October 10, 2017, they should send an email to the SHAPE America office at proposals@shapeamerica.org.