



## **Frequently Asked Questions for Midsize Show Roundtable (MSR)**

### **Who is qualified to attend MSR?**

Attendees must be employed by an organization that owns and produces an event with less than 125,000 net square feet of exhibit space; they must be responsible for sales, marketing and/or management of the event.

### **What is the registration fee?**

The registration fee is \$395 for the first participant and \$295 if a second participant is registered from the same organization. Your credit card will be charged within 1-2 business days after you complete your registration transaction.

### **What is the refund policy?**

Full refunds will be allowed one week in advance. No refunds will be allowed after November 10, but substitutes that meet MSR's eligibility requirements will be permitted.

### **Is there a limit of the number of staff that can attend from one organization/show?**

No more than two people may attend from an organization that produces events.

### **How late can I register for MSR?**

Registration closes on November 15, 2022.

### **When will I receive my complimentary hotel night reservation?**

You will be emailed your Omni William Penn Hotel booking information by November 4.

### **Are the badges mailed?**

No, please pick up your badge onsite.

### **Who do I contact if I have any questions regarding MSR?**

Sam Lippman  
3103 South 14th Street  
Arlington, VA 22204  
Phone: [703-979-4904](tel:703-979-4904)  
[sam@lippmanconnects.com](mailto:sam@lippmanconnects.com)

For up-to-the-minute information, please go to [Midsize Show Roundtable](#).