



DEADLINE SHEET

Please note: The deadlines below are firm deadlines. We must receive your information by the following dates. If the requested information is not received by the deadline, we cannot guarantee your information will be in the official Conference Program Book.

August 26, 2026 / (page to reference for more info)

- **Company Profile for Program Book (p. 8)** Emailed to exhibit@jeffersoncompanies.com
(Limit 50 words or less)

September 28, 2026

- **Deadline for ordering furniture, labor, etc. for exhibit booth**
* Please consult your Decorator Service Kit from Freeman for additional info *

October 21, 2026

- **Advance freight deadline** – Last day for advance warehouse shipping.
* Please consult your Decorator Service Kit from Freeman for additional info *



GENERAL INFORMATION

Show Location: Hilton New Orleans Riverside
In-Person Exhibit Hall Location: Grand Salon, First Floor
Media Row: Chemin Royale, First Floor

Exhibitor Dates & Times*:

Wednesday, October 28, 2026	2:00 p.m. – 6:00 p.m.	Exhibitor Set Up
	7:00 p.m. – 8:00 p.m.	Welcome Reception in Exhibit Hall
Thursday, October 29, 2026	9:15 a.m. – 4:15 p.m.	Exhibit Hall Hours
Friday, October 30, 2026	9:15 a.m. – 4:15 p.m.	Exhibit Hall Hours
Saturday, October 31, 2026	9:15 a.m. – 12:30 p.m.	Exhibit Hall Hours
	12:30 p.m. – 3:30 p.m.	Exhibitor Tear Down
	7:00 p.m. – 8:30 p.m.	Closing Reception in Grand Ballroom (Attendance Optional)

***Times are tentative and are subject to change.**

Booth Equipment: Each Media Row space consists of:
 - 6' skirted table
 - Two padded side chairs
 - One waste basket

Please remove all valuables each evening. The New Orleans Investment Conference is not responsible for items left in your booth.

Additional furnishings can be ordered online through the decorator's service kit (called Freeman Store), which will be emailed to you directly in the coming weeks, or by calling Freeman Exhibitor Support 855-435-3234.

**** Advance Warehouse Freight Deadline: October 21, 2026**

****Please refer to Freeman Store for additional questions concerning your booth and shipping.**

Shipping address: **Name of Exhibiting Company & Booth Number**
 Freeman / New Orleans Investment Conference
 (Company Name and Booth Number)
 905 Sams Avenue
 New Orleans, LA 70123
 800-995-3579 (Phone: Freeman Transportation)
Exhibit.Transportation@freeman.com (Email: Freeman Transportation)



GENERAL INFORMATION — EXHIBIT HALL (PAGE 1)

Exhibitor Set-Up:

All exhibitors will have access to the Exhibit Hall to set up their booths on Wednesday, October 28, 2026 between the hours of 2:00 p.m. and 6:00 p.m. All booths must be set up by 6:00 p.m. If you are unable to arrive in time to meet these deadlines, you may arrange with the show decorator to have your booth set up for you. If it is not set up by 6:00 p.m., it will be set up for you and billed to you at the prevailing labor rates.

Exhibitor Breakdown:

Exhibitors may breakdown on Saturday, October 31, 2026 between the hours of 12:30 p.m. and 3:30 p.m. **Exhibitors will not be allowed to dismantle their booths until the official breakdown of the Exhibit Hall at 12:30 p.m.** The Exhibit Hall will then be closed to attendees. You may get your shipping forms from the Freeman Expositions service booth located on the Exhibit floor. If, due to travel arrangements, you are unable to tear down your exhibit booth during the allotted times, you may arrange with Freeman to have this done for you at prevailing labor rates.

Exhibit Preparation:

Only exhibitor personnel wearing Conference badges will be allowed in the exhibit area 30 minutes prior to and after the scheduled exhibit floor hours.

Exhibit Personnel:

Exhibit booth personnel must, at all times, wear the admission badge provided for the Conference. Badges cannot be shared or transferred. A \$125 fee will be charged for all name changes and replacement badges on-site. Exhibit personnel are requested to remain in their own contracted exhibit space during set-up and tear down.

Security:

The Conference will provide security service whenever the exhibit hall is closed. We recommend that exhibitors take precautionary measures to secure small or easily portable articles of value. Please refer to your exhibit license application for additional information. (Provision of this security shall not be deemed to increase the liability of the Conference or Jefferson Financial.)

Sound Devices:

Sound presentations, slides and videos will be permitted in your booth if the volume is turned to a low conversational level and is not objectionable to exhibiting neighbors.

Whova Mobile Event App:

The New Orleans Investment Conference has contracted with Whova to offer Conference attendees and exhibitors an easy-to-navigate, interactive digital mobile application to revolutionize your on-site experience. Exhibiting companies will be featured in the app. More information regarding this service will be forthcoming.

On-Site Assistance:

If you have any questions or problems during set-up, show hours, or breakdown please go to the Exhibitor Registration Desk. Also, Freeman, the Conference's official decorator, will have a service desk in the Exhibit Hall on the following dates and times:

- Wednesday, October 28, 2026: 2:00 p.m. – 7:00 p.m.
- Thursday, October 29, 2026: 9:00 a.m. – 12:30 p.m.
- Saturday, October 31, 2026: 9:30 a.m. – 3:30 p.m.



CONTACT LIST

NEW ORLEANS INVESTMENT CONFERENCE OFFICE c/o Jefferson Financial, Inc. 713 Focis Street Metairie, LA 70005 Contact Person: Adele Thonn, Exhibit Coordinator	(504) 832-3280 (Office) E-mail: exhibit@jeffersoncompanies.com
HILTON CATERING Hilton New Orleans Riverside Contact Person: Crystal Sorapuru, Senior Event Manager	(504) 556-3724 (Office) (504) 202-8773 (Mobile) E-mail: crystal.sorapuru@hilton.com
EXPOSITION SERVICES [DECORATOR AND SHIPPING] Freeman Exposition Services, LLC 905 Sams Avenue New Orleans, LA 70123	Exhibitor Support: U.S. and Canada (855) 435-3234 International (214) 865-7840 Freeman Transportation: (800) 995-3579 E-mail: exhibit.transportation@freemanco.com



CODE OF ETHICS

In order to maximize the educational benefits of the New Orleans Investment Conference, the following Code of Ethics has been established for all exhibitors and presenters:

GENERAL SESSION presentations are of an educational nature and may not promote a specific product or service.

WORKSHOPS provide specific market and investment information by Conference speakers and may not be of a commercial nature.

CORPORATE PREVIEWS are 2-minute presentations that are made from the General Session stage to preview and promote the company's upcoming Corporate Presentation.

CORPORATE PRESENTATIONS, LUNCHEONS, RECEPTIONS, PRESENTATION AREA DISCUSSIONS & SUNRISE SESSIONS are commercial programs given by exhibitors and may promote a particular product or service.

BULLET BRIEFINGS are 5-minute presentations conducted on stage in front of the General Session audience. This is an opportunity to speak about your company's industry as a whole and to distinguish yourself as an expert in the field. Bullet Briefings must be strictly educational in scope.

PLATINUM SPONSOR ADS are pre-recorded 30-second commercials and may promote a particular product or service.

RIGHT TO REVOKE

Jefferson Financial reserves the right, which right it shall not be obligated to exercise, without prior notice, at any time, whether prior to, during, or after the Conference, and without obligation to Exhibitor, to revoke the sublicense granted under paragraph 1 of the Exhibitors License Application, for violation of this Application, unlawful conduct by Exhibitor, or activity or presentation of products, services, or promotional materials by Exhibitor which in Jefferson Financial's sole opinion is not compatible with the character and objectives of the Conference. Complaints from attendees regarding any exhibitor will be taken into consideration for such review.



TYPES OF PRESENTATIONS

(PAGE 1)

CORPORATE PRESENTATIONS AND CORPORATE LUNCHEONS:

- Presentations conducted before smaller audiences who specifically elect to attend.
- Both can be commercial or promote a specific product or service.
- Length of time varies based on type of presentation.
- Platinum and Gold Sponsors have the option to revise their speaking slot from a 40-minute Corporate Presentation to a 60-minute Corporate Luncheon, based on availability. Lunch is arranged with the hotel and paid for by the hosting company.
- Four or more Corporate Presentations or Luncheons may be conducted simultaneously.
- Corporate Presentations and Luncheons will be broadcast via the Conference's online meeting platform.
- Corporate presenters will have a 2-minute opportunity to address the General Session audience to announce their Corporate Presentation, called a Corporate Preview. (This does not apply to Presentation Area Discussions, Sunrise Sessions or Platinum Sponsor Reception.)

CORPORATE PREVIEWS:

- 2-minute presentation on the main stage in front of the General Session audience. This is an opportunity to speak about your company's upcoming Corporate Presentation and to invite investors to attend.
- Corporate Previews can be commercial or promote a specific product or service.
- Four or more Corporate Previews may be conducted one-after-another within a 10-minute time block.
- The use of visual aids (i.e. PowerPoint slides, videos, etc.) will not be permitted due to the very limited amount of time allotted.

BULLET BRIEFINGS:

- 5-minute presentation conducted on stage in front of the General Session audience. This is an opportunity to speak about your company's industry as a whole, distinguish yourself as an expert in the field and offer investors valuable information to assist in their investment decisions.
- Bullet Briefings must be strictly educational (non-commercial) in scope.
- The use of PowerPoint slides (max of 3) is permitted during Bullet Briefings. Please visit Exhibitor Registration between 9am and 11am the day before your scheduled time slot so that materials can be delivered to the audio visual team in a timely manner.

PLATINUM SPONSOR ADS:

- 30-second video advertisement on the main stage, played between presentations, in front of the General Session audience.
- Pre-recorded ads can be commercial or promote a specific product or service.



TYPES OF PRESENTATIONS

(PAGE 2)

PRESENTATION AREA DISCUSSIONS AND SUNRISE SESSIONS:

- 20-minute presentations conducted in an Exhibit Hall Presentation Area, before audiences who specifically elect to attend, and open to anyone on the exhibit floor.
- Silver Sponsors have the option to revise their speaking slot from a 20-minute Presentation Area Discussion to a 30-minute Sunrise Session in a private meeting room, based on availability. Breakfast is arranged with the hotel and paid for by the hosting company.
- Both can be commercial or promote a specific product or service.
- Presentation Area Discussions and Sunrise Sessions will be broadcast via the Conference's online meeting platform.
- Two or more "PA" discussions and four or more Sunrise Sessions may be conducted simultaneously.



ADVERTISING / EXHIBITOR PROMOTION

COMPANY PROFILES: All exhibiting companies will have their a 50-word or less company profile listed in the Conference Program Book.

Stated deadlines are not flexible due to printing requirements!

DEADLINE: August 26, 2026

Please email your company description to exhibit@jeffersoncompanies.com

LEAD RETRIEVAL / BADGE SCANNERS

The New Orleans Investment Conference has partnered with Whova to provide lead retrieval services to exhibiting companies. Using the Whova event app, exhibitors can easily collect leads by scanning the QR code on attendee name badges using their own smartphones or tablets. Leads can also be added manually if a QR code is not available. Simply download the Whova event app from the App Store (for iPhone) or Google Play (for Android), join the 2026 New Orleans Investment Conference and scroll down to the Exhibitor Hub section.

Refer to your service kit landing page to be directed to Whova's online instructions or by [clicking here](#). Note that first names, last names and email addresses for all company representatives utilizing this service must be sent to exhibit@jeffersoncompanies.com to gain access to the Whova app.

DEADLINE: September 16, 2026

EXHIBITOR BADGES

Please provide the first names, last names and email addresses of all company representatives attending the Conference to exhibit@jeffersoncompanies.com. This ensures that your company representatives will be fully registered prior to the start of the New Orleans Investment Conference and have access to the Whova event app. Please make sure that the spelling is as you would like it printed on the badge.

If you would like additional badges or online registrations, they are available for purchase at the discounted rate of \$350 per badge. Contact exhibit@jeffersoncompanies.com for more information.

***Note:** Badges admit the wearer to all Conference functions and must be worn at all times.

***Note:** Badge information must be submitted by the due date. If your information is not received on time, the processing of your company's and guest badges onsite may be delayed and/or forfeited.

DEADLINE: September 16, 2026