

OPERA AMERICA

OPERA CONFERENCE 2025: EXHIBITOR INFORMATION

EXHIBITOR STAFF CONTACTS

Jenny Fornoff, Senior Manager for Grants
Email: JFornoff@operaamerica.org
Primary On-Site Contact

Office Phone: (646) 699-5258
Cellphone: (703) 625-4220
May 21-23 only, texting preferred

Jennifer Gordon, Organizational Membership Manager
Email: JGordon@operaamerica.org
Alternate On-Site Contact

Office Phone: (646) 699-5238
Cellphone: (904) 207-0589
May 21-23 only, texting preferred

SHIPPING

If you intend to ship materials to the hotel to use at your exhibit table, please address all packages accordingly:

The Peabody Memphis
Attn: YOUR NAME (Opera/TABLE #/YOUR
COMPANY)
149 Union Avenue
Memphis, TN 38103
Box ____ of ____ (number multiple boxes)

Group: OPERA America, Opera Conference
2025
Sales Manager: Ashley Lewin, Conference
Manager, Phone/Email: (901)-529-4173,
ashley.lewin@peabodymemphis.com

Return shipping is available via [FedEx](#), located half a block from the Peabody main entrance, on the corner of Union Avenue and S B.B. King Boulevard.

Hours: M-F 8:00 a.m. to 7:00 p.m.; Sa 10:00 a.m. to 6:00 p.m.; Su CLOSED

EXHIBIT HALL DETAILS

Location:

- The Exhibit Hall is located on the mezzanine level of the Peabody Memphis, in the Grand Ballroom Salons D-E-F. Access to the plenary sessions runs through the Exhibit Hall.
- The Welcome Center is located on the mezzanine level in General Moorman Room. Please check in to the conference at the Welcome Center before proceeding to your table
- The Exhibit Hall is an open environment and cannot be locked. It is advised that you take all valuables with you when not attending to your exhibit table.

Exhibit Hall Hours and Activities:

- **Load-In:** Tuesday, May 20 from 8:30 a.m. – 1:00 p.m.
- **Load-Out:** Friday, May 23 from 8:00 a.m. – 12:30 p.m.
- The Conference Exhibit Hall will be officially open 12:30 – 5:00 pm Tuesday, June 5; 8:00 a.m.– 6:15 p.m. Wednesday, May 21; 8:00 a.m.–5:00 p.m. Thursday, May 22; and 8:00 a.m. – 10:30 a.m. on Friday, May 23.

OPERA AMERICA

OPERA CONFERENCE 2025: EXHIBITOR INFORMATION

- **The Sponsor Reception**, an on-site gathering for all conference attendees, will take place in the Exhibit Hall on Wednesday, May 21 from 5:15 – 6:15 p.m.

Coffee breaks will take place in the Exhibit Hall each morning and twice each afternoon.

Equipment:

- Your space in the Exhibit Hall will consist of one 6' x 30" skirted table and two chairs.
- Electrical access, hard-wired internet, and AV equipment can be rented from the Peabody. There is no guaranteed access to electrical outlets without purchase.
- Complimentary WiFi will be available on the hotel network for all conference attendees. For hard-wired access, please consult the Peabody.

PARKING

The Peabody Memphis offers valet and self-parking.

Valet Parking is \$35*/night and Self-Parking is \$26*/night in the Peabody Parking Garage. The parking entrance is located at 118 South Second Street.

For Valet Parking, turn left down the ramp. For Self-Parking, drive straight up the ramp. If you choose self-parking, you may conveniently drop your bags with a Valet Parking Attendant prior to parking your car.

If you use self-parking, when checking out, please keep your key to exit the garage. A key box is available at the exit for returning your key prior to 11 a.m.

*Parking prices do not include taxes.

AV NEEDS

All AV needs must be arranged and paid for directly with Encore Global, the Peabody's AV services contractor. Please place orders in a timely manner to ensure on-site fulfillment.

[Use this link](#) to order online. Search event name Opera Conference 2025. List your table number as your booth number; select Tabletop Exhibit; *do not* upload a booth diagram. The room/location will auto-populate and should read Grand Ballroom Salons D/E/F.

Listed prices are per day and do not include taxes and fees.

Contact Andre Boulay, Sales Manager, with any questions at 901-529-4178 (office), 347-414-4739 (mobile), or andre.boulay@encoreglobal.com.