



Dear I.C.E. Partners,

Thank you for your support of I.C.E at the 2026 Exchange. Our team is looking forward to working with you to make your participation at the conference a success.

Please read this email in its entirety, as it includes important details on your participation for the upcoming event.

IMPORTANT DATES

Deliverables	Launch	Deadline
Registration	Late June 2026	Friday, September 25
Housing	Late June 2026	Friday, September 25
Exhibitor Services Kit	July 2026	
Exhibitor Harvester (portal to upload promotion information)	August 2026	Friday, September 18
Pre-Show Attendee List*	Friday, October 2	
Post-Show Attendee List*	Friday, November 6	

**Only available to exhibitors/sponsors who included in their package*

REGISTRATION & HOUSING

Registration and housing will open in late June. You will receive a separate email with registration codes and instructions to register your team. As a reminder, pre-registration is required to book your hotel. This year, the conference will be held at the [Rhode Island Convention Center](#) with sleeping rooms available at the [Omni Providence](#) and [Hilton Garden Inn Providence](#).

The deadline to register and book your hotel is **Friday, September 25**, however we recommend you register as soon as possible in order to secure a room. You can find more information in the [Hotel and Travel](#) section of the I.C.E. Exchange website.

The I.C.E. hotel block at the Omni Providence and Hilton Garden Inn Providence are the only contracted blocks for the conference. I.C.E. is not working with any third-party hotel agents. If you receive communications claiming to be affiliated with I.C.E. to secure housing, please contact meetings@credentialingexcellence.org.

INNOVATION HALL

The Innovation Hall will be located in Exhibit Hall A at the Rhode Island Convention Center. Please note the hall hours* below to plan your time at the conference:

Monday, October 19

8:00 am – 5:00 pm

Exhibitor Move-In

6:00 pm - 7:15 pm

Welcome Reception

Tuesday, October 20

7:00 am - 8:00 am	Breakfast
9:30 am – 10:00 am	Coffee Break
11:30 am - 1:00 pm	Lunch
3:30 pm – 4:15 pm	Coffee Break
5:30 pm - 6:30 pm	Happy Hour

Wednesday, October 21

7:30 am - 8:45 am	Breakfast
9:45 am – 10:15 am	Break
11:45 am – 1:15 pm	Exhibitor Lunch
1:15 pm - 2:30 pm	Break in
2:30 pm – 5:00 pm	Exhibitor Move – Out

**Please note these hours are subject to change.*

[Click here](#) to view the general Schedule of Events. The current floorplan can be viewed [here](#).

NEW for 2026: Outside of the published exhibit hall hours, exhibitors can now bring attendees to their booth for small, private meetings. Attendees must be escorted by an exhibitor past security at the doors to the exhibit hall to enter outside of the published hours above.

EXHIBITOR SERVICE KIT

The Exhibitor Service Kit will be sent out in July by Alliance Expositions, when you can begin placing orders for your booth. The Exhibit Hall in the Rhode Island Convention Center is not carpeted. Exhibitors are required to purchase flooring for their booths. Order forms can be found in the exhibitor services kit.

EXHIBITOR HARVESTER AND MOBILE APP

I.C.E. will be utilizing the Exhibitor Harvester and Mobile App by Cadmium. The Exhibitor Harvester is a portal where you can update company information, add team members, and upload files such as your logo and brochure (virtual bag insert) to tie to the I.C.E. Mobile App. You will receive more information on how to log in and complete your tasks in the Exhibitor Harvester in August.

SCAM ALERT

Unfortunately, every year I.C.E. is alerted to various scams related to the I.C.E. Exchange. **You should only be contacted by authorized representatives from I.C.E. regarding the I.C.E. Exchange. Official communications will be sent via emails with the credentialingexcellence.org domain unless noted otherwise by I.C.E. in exhibitor newsletters and on the conference website.** If you receive any suspicious communication, please contact I.C.E. immediately and share as much detail as possible (name, contact information, organization).

QUESTIONS?

Should you have any questions, please do not hesitate to reach out to meetings@credentialingexcellence.org.

Our team looks forward to working with you and welcoming you to Providence in October!