

LEADINGAGE

Annual Meeting + EXPO

OCTOBER 16 - 19, 2022

Colorado Convention Center | Denver, CO

Booking Events at the 2022 LeadingAge Annual Meeting + EXPO

If you are planning an event at the **2022 Annual Meeting + EXPO, Oct. 16-19 in Denver, CO**, the below outlines the information you need to plan it successfully. Please use this form to provide us with the details of your event. Any costs associated with hosting the event is the responsibility of your organization.

WHEN to Schedule Your Event

If you are planning an event, please choose your time based on the grid below. Please note that your event cannot conflict with any scheduled conference Annual Meeting + EXPO activity.

Annual Meeting Schedule	When to Schedule Your Event
Sunday, Oct. 16 Kick Off Event begins 11:00 a.m. Sessions begin at 1:00 p.m. Education sessions conclude at 5:30 p.m.	 Schedule events before 11:00 a.m. Schedule events before 1:00 p.m. Schedule events 5:45 p.m. or later
Monday, Oct. 17 Keynote session begins at 8:30 a.m. Education sessions conclude at 5:30 p.m.	 Schedule events before 8:30 a.m. Schedule events 5:45 p.m. or later
Tuesday, Oct. 18 Keynote session begins at 8:30 a.m. Education sessions conclude at 5:30 p.m.	 Schedule events before 8:30 a.m. Schedule events 5:45 p.m. or later
Wednesday, Oct. 19 Education sessions begin at 8:30 a.m. Education sessions conclude at 12:00 p.m.	 Schedule events before 8:30 a.m. Schedule events 12:15 p.m. or later

WHERE?

The LeadingAge Annual Meeting & EXPO takes place at the [Colorado Convention Center](#). Our headquarters hotel is the Hyatt Regency Denver Hotel. We have close to 24 hotels within the Annual Meeting block. See the [Annual Meeting Denver microsite](#) and download a [Denver downtown map](#) to choose the right location.

HOW to Request Space - Schedule Your Event

Please let us know whether you want to request space in our Headquarters hotel OR let us know the details of your confirmed event if you are not holding it in the hotel. For customer service reasons, it is important LeadingAge is aware of any events attendees are invited to, regardless on whether you would like them listed on our website. We will only market events with your permission.

Complete the [LeadingAge Event Request Form](#) asap and choose from the options below:

1. **Hyatt Regency Denver** - Headquarters hotel

See meeting space/floorplan/spec links on this page: <https://www.hyatt.com/en-US/hotel/colorado/hyatt-regency-denver-at-colorado-convention-center/dencc/special-events>

Once your event request form is submitted, our hotel contact will be in touch with you; please allow several days for a response.

2. **An Offsite Venue in Denver**

See possibilities from the Visit Denver venue planning guide [LeadingAge Denver Venue Guide](#) ('event book') and [General Denver Venue Search Tool](#)

Please contact our Denver representative, Vikki Kelly at vkelly@visitdenver.com or 303-571-9414 if you have any questions or need help finding an offsite venue. All event space is available on a first-come, first-serve basis. Some locations will have minimum spends and/or rental fees.

Questions?

Feel free to contact LeadingAge Conference Services at meetings@leadingage.org or (202) 508-9482.