

## Q&A for LASA2020 Virtual Exhibitors

### When will our information be online?

- All information will be live immediately, unless you mark it as “hide”.
- The booths will be live throughout the congress, and possibly longer.

### Who will see the information?

- Anyone who logs onto the LASA website will be able to access your site.
- Site access will not be restricted to registered participants.

### Can we change our data once it has been set up?

- Yes, you may continue to change and update your data once it has been entered.

### How much material can we post?

- You may post an unlimited number of books. Only 10 books will be visible on the screen at one time.

### How does request a meeting work?

- Providing an email will allow individuals to contact you to set up a telephone or video meeting. This takes into consideration the coordination of time zones.

### How does the video option work?

- You may upload up to 25 files (video or images) with up to 5 Mb per item.
- Keep in mind that the more content you add, the slower the content may load.

### When will my payment be processed?

- Please allow up to 30 days for us to contact you and process your payment.

### Who do I contact if I have questions?

- Margaret Manges – [Exhibits@maestromeetings.org](mailto:Exhibits@maestromeetings.org)