



53 Years OF EDUCATIONAL EXCELLENCE

GENERAL EXHIBIT INFORMATION

Exhibit Dates and Hours

Wednesday, February 6th

2:00 p.m. until 8:30 p.m. Exhibitors set up in Riverfront Hall

All Exhibitors must register to get their name badges.

Registration for Exhibitors will begin Wednesday, February 6th from 2:00 p.m. to 8:30 p.m. Badges will be required to enter Exhibit Hall.

Thursday, February 7th

7:30 a.m. – 5:00 p.m.

Unopposed breaks: Continental Breakfast in Exhibit Hall 7:30 a.m. – 8:30 a. m.

10:30 a.m. – 11:00 a.m. and 3:30 p.m. – 4:15 p.m

Exhibitor Lunch: 11:00 a.m. – 12:00 noon

Exhibitor hall closes at 5:00 p.m.

Friday, February 8th

8:00 a.m. – 5:00 p.m.

Unopposed breaks: Continental Breakfast in Exhibit Hall 7:30 a.m. – 8:30 a.m.

10:00 a.m. – 10:30 a.m. and 3:15 p.m. – 4:00 p.m.

Cocktail party: 8:00 p.m. – 11:30 p.m.

Exhibitor Lunch: 11:00 a.m. – 12:00 noon

Exhibitor hall closes at 5:00 p.m.

Saturday, February 9th

8:00 a.m. – 4:00 p.m. **(Exhibitors dismantle after coffee break 4 p.m., Meeting adjourned at 5:00 p.m.)**

Unopposed breaks: Continental Breakfast in Exhibit Hall 7:30 a.m. – 8:30 a.m.

10:30 a.m – 11:00 a.m. and 3:30 p.m. – 4:00 p.m.

Exhibitor Lunch: 11:00 a.m. – 12:00 noon

Exhibitor hall closes at 4:00 p.m.

Payments

Booth Fees:	10 x 10 inline:	\$1,700.00	100 sq. feet
Island Booth Fees:	20 x 20	\$5,000.00	400 sq. feet
	20 x 30	\$5,800.00	600 sq. feet

- * Island spaces will have the greatest exposure and up to 8 Exhibitor Badges
- * All aisle spaces 12 feet apart with convenient tables for transacting business
- * **Companies sponsoring the various events will have preferential placement**

Fees for booth space include the following:

- Assigned exhibit space
- Two (2) chairs, 8 foot table
- 8 foot high back drape, draped dividers between booths
- 7" x 44" identification sign for inline booths
- Five (5) exhibitor badges. Additional badges can be purchased on site
- Invitation to Cocktail Party
- Publication of company name, address, phone number and product identification in the *Official Program* and web site
- Tote bag
- Official Program
- Lunch for all badge-holding exhibitors all symposium days
- Promotional items, provided by company, will be placed in doctor's tote bag at ***no*** additional charge. Limit two pieces.

Please note, we have a limit of 85 exhibitor's spaces, and these will be assigned on a first-come, first-served basis. Also note: Once Registration Form is received, a confirmation will be sent (Notify us if you do not receive confirmation within ten days). Following this confirmation, you will receive a Participant Information letter. **Booth assignments will not be available until January 4th, 2019**, Floor plan included. No Refunds after December 3rd.

Advertisement materials due by January 18th, 2019

Upon registering, to assist in planning for your participation, we will forward all forms from our exhibition contractor, **Expo Conventions**.