EXHIBIT HALL SCHEDULE

Sunday | June 28
2 - 5 p.m.  Exhibitor Move-in
5 - 6 p.m.  Exhibits Grand Opening & Presidents’ Reception

Monday | June 29
7:00 – 8:00 a.m.  Exhibits & Continental Breakfast
9:15 – 9:45  Exhibits & Refreshment Break
2:45 – 3:30 p.m.  Dessert Social and Prize Drawing

Tuesday | June 30
7:00 – 8:00 a.m.  Exhibits & Continental Breakfast
10:00 – 10:30  Exhibits & Networking
10:30 – Noon  Exhibitor Move-out

EXHIBIT SPACE
Exhibit fee $690 per booth
If your display extends over the allotted 10’ space, you must purchase an additional booth – even for corner booths.

Each 8’ x 10’ space includes:
• One 6’ skirted table with 2 chairs
• 3’ high sidewall and 5’ high backwall
• One 7” x 44” company name sign
• Electrical service (500 Watts/Samps)
• Basic WiFi internet access
• Exhibitor directory listing in app/program

*High Speed WiFi or wired internet are available at an additional cost. Contact Macy Bruhy for more information.

GENERAL INFORMATION

Cancellations
• A $100 fee will be charged for all cancellations received between May 21 – May 31
• No refunds for cancellations received on or after June 1
• No show = No refund

Events and Meals
• You must register (and pay) to attend functions held outside the exhibit schedule.
• Tickets can be purchased to attend conference meals (see registration form).

Sponsorship Opportunities
Sponsor benefits include verbal recognition and signage at the sponsored event, and recognition in the conference app/program. Please select your sponsorship interest on the registration form. You will be contacted by our office for additional information and to confirm your sponsorship.
*Complimentary booths are part of some sponsorship packages.

Food and Drink Samples
• Exhibitors may provide a sample size of their product (one bite or <2 oz liquid) to attendees.
• Spokane Convention Center reserves all catering and concession rights for food and beverage services.

Prize Drawings
Increase your exposure by donating a gift! Drawings will be held during the dessert social. Typical gifts include gift baskets, electronics, gift cards and books. Please reserve smaller items such as pens and cups for private giveaways at your booth.

Security
The exhibit area will be secured during evening hours.

Shipping and Receiving
LCD Exposition Services will mail all registered exhibitors an information packet with order forms and information on shipping to the Convention Center.

EXHIBITOR INFORMATION

REGISTRATION
Registration deadline is May 15 or as soon as booths are filled.