



EXHIBITOR INFORMATION SHEET

EXHIBIT HOURS AND FUNCTIONS

Friday, September 8	7:00 am – 6:30 pm
Continental Breakfast	7:00 am – 8:30 am
Coffee Break	10:00 am – 10:30 am
Coffee Break	3:25 pm – 4:00 pm
Welcome Reception	6:30 pm – 7:30 pm
Saturday, September 9	7:00 am – 3:30 pm
Breakfast Symposium	7:00 am – 8:00 am
Coffee Break	10:00 am – 10:30 am
Coffee Break	3:15pm – 3:30 pm

EXHIBIT AREA LOCATION

The Exhibit Hall is located in Salons I-II immediately adjacent to the Scientific Sessions located in Salons III-IV.

Tabletop displays will include:

- ✓ One 6' x 30" skirted table and two chairs in the Exhibit Hall
- ✓ Recognition of your support in the program, transition slides, and the NESPS newsletter
- ✓ Three (3) complimentary exhibitor badge registrations. All registered representatives are invited to attend scientific sessions.
- ✓ Two (2) complimentary tickets to the Presidents Reception and Dinner.

INSTALLATION OF EXHIBITS

The exhibit area will be available for set-up from 3:00 pm – 6:00 pm on Thursday, September 7, 2017. All exhibits must be set by 6:00 pm on Thursday, September 7, no exceptions.

DISMANTLING OF EXHIBITS

All exhibits must remain intact until the official closing time of 3:30 pm on Saturday, September 9, 2017, and may not be dismantled or removed, in whole or in part, before that time. After the close of exhibits, all materials must be removed no later than 6:00 pm on Saturday, September 9, 2017.

PRESIDENT'S RECEPTION AND DINNER

The President Reception and Banquet, will be held on Saturday, September 9, from 6:30pm-10:30 pm in the International Tennis Hall of Fame. Exhibitors will receive 2 complimentary tickets. Additional tickets may be purchased onsite at the NESPS Registration desk.

EXHIBITOR REGISTRATION FORMS

Additional representatives over the 3 badge per booth allotment will be charged \$100 per badge. Please return by August 11, 2017 for pre-registration of exhibitor personnel. Forms received after that date will be processed onsite.

RESERVE HOUSING

The group reservation deadline is August 17, 2017. To reserve housing, please visit <http://meeting.nesps.org/Housing/>

SHIPPING INFORMATION

Shipments may be made directly to the Newport Marriott no sooner than September 6, 2017. All boxes, packages and crates sent to the hotel must be clearly marked as follows on the label or outside of the package with a return address noted:

On Site Vendor's name who will be receiving the package.
 Hold for NESPS 9/8
 Box # of #
 Newport Marriot Hotel
 25 America's Cup Avenue
 Newport, Rhode Island 02840 USA

NESPS CONTACT INFORMATION

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