



NESPS

Northeastern Society of Plastic Surgeons

35th Annual Meeting

OCTOBER 26-28, 2018

RENAISSANCE • BOSTON, MA

nesps.org

EXHIBITOR INFORMATION SHEET

EXHIBIT HOURS AND FUNCTIONS

Friday, October 26	7:00 am – 7:30 pm
Continental Breakfast	7:00 am – 8:30 am
Coffee Break	10:00 am – 10:30 am
Coffee Break	3:30 pm – 4:00 pm
Welcome Reception	5:30 pm – 7:00 pm
Saturday, October 27	7:00 am – 3:30 pm
Continental Breakfast	7:00 am – 8:30 am
Coffee Break	10:00 am – 10:30 am
Coffee Break	3:15pm – 3:45 pm

EXHIBIT AREA LOCATION

The Exhibit Hall is located in Salons E & F, immediately adjacent to the Scientific Sessions located in Salons A & D.

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 6:00 pm – 9:00 pm on Thursday, October 25, 2018. All exhibits must be set by 7:00 am on Friday, October 26, no exceptions.

DISMANTLING OF EXHIBITS

All exhibits must remain intact until the official closing time of 3:30 pm on Saturday, October 27, 2018, 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 5:00 pm on Saturday, October 26, 2018.

EXHIBITOR REGISTRATION FORMS

Additional representatives over the 3 badge per booth allotment will be charged \$100 per badge. Please return personnel registration forms by October 12, 2018 for pre-registration of exhibitor personnel.

RESERVE HOUSING

The group reservation deadline is October 3, 2018. To reserve housing, please visit <http://meeting.nesps.org/Housing/>

SHIPPING INFORMATION

Shipments may be made directly to the Renaissance Boston Waterfront Hotel no sooner than October 22, 2018. 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:

Company Name: _____
On-Site Contact Name: _____
Booth #: _____
NESPS, Salon E, 10/25/18
Box 1 of ##
c/o: Jennifer Fruscillo
Renaissance Boston Waterfront Hotel
606 Congress Street
Boston, MA 02210

NESPS CONTACT INFORMATION

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