



2022 NC Public Safety Communications Conference

## Wilmington Convention Center

10 Convention Center Drive Wilmington NC 28401

May 1-4, 2022

## Exhibitor Information Packet



Dear Industry Partner –

On behalf of the North Carolina Chapters of NENA and APCO, thank you for your support of the 2022 North Carolina Public-Safety Communications Conference. Our conference would not be a success without the generous support of our industry partners!

This document will help provide you with specific details and important information about our event. We will be your primary Exhibitor Hall points of contact, so as we approach the event, if you have any questions or need any assistance, please do not hesitate to contact either of us at the information below.

**QUESTIONS:** Contact Conference Committee Group:

[sponsorship@nc911conference.com](mailto:sponsorship@nc911conference.com)

Allen Cress  
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North Carolina NENA  
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## Exhibitor Information Guide

**Conference Location** Join us this year at the Wilmington Convention Center at 10 Convention Center Drive Wilmington NC 28401. **Exhibitor Hall Open to attendees Monday May 2<sup>nd</sup> and Tuesday May 3<sup>rd</sup>.** Setup Sunday May 1<sup>st</sup> and Monday May 2<sup>nd</sup>. More information on set up below. To learn more about the

Wilmington Convention Center please go to <http://360.wilmingtonconventiondistrict.com/> and take a 360 tour. Pack your bags it is show time!

### Lodging Arrangements

Please contact Embassy Suites, 9 Estell Lee Pl, Wilmington, NC 28401 at (910) 765-1131 directly to secure lodging reservations or visit their website at [Embassy Suites - Wilmington Riverfront](#). The group code is **PCC**. North Carolina NENA-APCO has reserved a room block for discounted rates. Rooms must be booked by March 31<sup>st</sup> to secure the Conference Rate.

### Conference App

WhoVa is the official conference app and will be available for download and access by early April. Once the app goes live, anyone who has registered will receive an automated email with information on how to access the app.

### Logo and Bio

If you have not yet provided your high resolution logo and brief bio to be provided to conference attendees and used throughout the event, please email this information so this can be added to our website and other materials. Please email: [sponsorship@nc911conference.com](mailto:sponsorship@nc911conference.com)

### Exhibitor Hall Hours and Setup

Exhibitor Registration and Exhibit Hall Setup will be available on **Sunday, May 1st, 2022 from 2:00pm until 7:00pm**. **Dock is only available on Sunday**. If set up occurs on Monday a dock will not be available, so please plan accordingly. Exhibitor Registration and the Exhibitor Hall Setup will also be available on **Monday, May 2nd, 2022 from 9:30am until 1:00pm but no dock available**.

A ribbon cutting and introduction of our Silver, Gold, Platinum and Diamond Sponsors for the Grand Opening of the Exhibitor Hall is scheduled for **Monday, May 2nd, 2022 at 2:30pm**. The Exhibitor Hall Exclusive Hours will remain open until **5:30pm**.

The Exhibitor Hall will be open from **9:00am until 1:00pm on Tuesday, May 3rd**.  
**Exhibitor Move-Out will be Tuesday, May 3rd 1:00 pm to 4:30 pm**.

### Exhibitor Hall Reception

From **6:00pm to 8:00pm on Monday, May 2nd** we will have an Exhibitor Hall Reception with appetizers and bar service available. During this time, there will also be a Cornhole Tournament open to all conference attendees and exhibitors. This event is a spectacular time for networking!

### Door Prize Drawings

We plan to announce winners for any door prizes that you bring by **12:00 pm on Tuesday, May 3rd**. We will list winners and post them at the registration desk. The winners will report to your booth and pick up their prize on Tuesday. We thank you in advance for your generosity in providing door prizes for our attendees.

### Shipping Items for **Attendee Bag** Items

If you have committed to providing give away items for the attendee bags, we ask for enough items to fill 350 bags. These items should be received by no later than *Wednesday, April 27<sup>th</sup>* and can be shipped to the below address. If you plan to ship items, please email Melissa Ezzell at [ezzellm@uncw.edu](mailto:ezzellm@uncw.edu) and include what you are shipping so she can plan accordingly. Please use tracking so that you can track your items and ensure they arrive.

Melissa Ezzell  
1445 Highsmith Rd  
Burgaw, NC 28425

### Shipping Items for **Exhibitor Hall** Booth

All materials shipped in advance for use with your Exhibitor Hall Booth shall be coordinated by each exhibitor. We've found local FedEx and UPS to be the best options. Local Locations listed below:

FedEx Office and Print  
5135 Carolina Beach Road  
Wilmington, NC 28412

The UPS Store  
4403 Oleander Drive  
Wilmington, NC 28403

### Wilmington Convention Center Exhibitor Help Desk

For any direct questions for the Wilmington Convention Center, we have an onsite representative there to answer any questions you may have. Contact information below:

Kellie Sauers-Henderson  
Event Manager  
10 Convention Center Drive  
Wilmington NC 28401  
912-398-1801  
[ksauers@wilmingtonconventions.com](mailto:ksauers@wilmingtonconventions.com)

### What is included with your booth?

Standard booths are 10 X10 and include:

- 8' Hight Back Drape
- 3' Hight Draped Side Rails
- (1) 6'L X 30"H 3-sided skirted table
- (1) Exhibitor ID Sign
- (2) Plastic Side Chairs
- (1) Waste Basket

For carpet and additional accessories for your booth can be ordered by contacting PRX:

PRX

Zeb Burnette

[zburnette@preposition.com](mailto:zburnette@preposition.com)

843-998-3688

**Power for Booth and Accessories**

Power for each booth **IS NOT** included with your booth registration and sponsorship and must be purchased directly from the Wilmington Convention Center. Please go to [www.wilmingtonconventions.com](http://www.wilmingtonconventions.com) to make your purchase.

**Additional Information**

If you have a question about your booth placement, please reach out to [Jennifer.taylor@sbf.com](mailto:Jennifer.taylor@sbf.com) or [gary.loflin@crsnc.com](mailto:gary.loflin@crsnc.com)

*Thanks so much for your support of the NCPSCC + 911 professionals across our state!*