



**Greetings from NCSH:** The **North Carolina Society of Histotechnology** looking forward to seeing everyone and would like to invite you to attend and exhibit your company's products at the **2025 NCSH Spring Meeting**.

We look forward to seeing you there and would appreciate your support very much. Our website will be updated with information as it becomes available: <https://northcarolinasocietyofhistotec.godaddysites.com/>. Please bookmark this link to stay up to date.

**The meeting will be held:**

**February 27, 28 and March 1, 2025**

**DoubleTree by Hilton  
4810 Page Creek Lane  
Durham, NC 27703**

## RESERVATIONS

The daily room rate is \$129 for a single or double room plus tax. Be sure to use the **NCSH link below or mention NCSH meeting** when making reservations to get these rates. The cutoff date for this rate is **Thursday, February 6, 2025**. Here is the link to the hotel with directions and to make your reservations <https://group.doubletree.com/esdgy6>

## EXHIBITS

The cost per exhibit table (6' ft. x 3' ft) are as follows: A maximum of 4 tables per vendor has been set by the society.

Table Quantity	Price
1 Table	\$750.00
2 Tables	\$1350.00
3 Tables	\$2025.00
4 Tables	\$2700.00

Each table also includes 2 complimentary beverage tickets for Friday night Wine and Cheese Reception and 2 complimentary tickets for Saturdays luncheon. An **unmanned** table is **\$450**.

Exhibits may be set up beginning **Thursday, February 27 at 5 pm** Break down is scheduled for Saturday, **March 1 after lunch**.

A W-9 is available upon request after January 1st. Please email Samantha Golden for a copy at [ncsh.treasurer@gmail.com](mailto:ncsh.treasurer@gmail.com)

**All fees must be paid prior to set-up.** All refreshment breaks will be held in the exhibit area. Should you desire to sponsor all or a portion of such a break or speaker please indicate this on the registration form. Coffee breaks will cost \$350 and up, depending on what is served. Signs will be displayed at all sponsored events thanking our sponsor(s). Vendor-sponsored drawings will be held Saturday, March 1 and the attendee does not have to be



present to win. We will supply the attendees with labels containing their name and email address for drawings, signing into workshops, contact info, etc. If you have your own entry forms that can be used as well. We will publish the break schedule as soon as we complete the program. There will be two breaks daily, one in the morning and one in the afternoon. Exhibit hours are 8-5 on Friday and 8-12 on Saturday. A copy of the program will be provided at registration, and be published once the program is complete.

### **Storage /Shipping/ Setup**

When shipping boxes to the hotel, be sure all items are labeled with the hotel name, **NCSH Spring Meeting**, and to the attention of yourself to allow for correct placement. Hotel employees and banquet staff cannot help move equipment due to liability issues and the hotel does not have storage for anything larger than small packages. Items may arrive at the hotel no more than three days prior to the group arrival date of Thursday February 27, 2025. Anything which has been labeled in the manner described above will be sent to the exhibit area. Vendors will unpack all boxes and setup at the assigned booths. The NCSH Vendor Coordinators, **Rob Kobus & Brandy Cristante** will be in the Exhibition Hall and both can assist you with any needs throughout the conference. Please check in at the NCSH registration table to receive your schedule, and any relevant information including name badge. If you prefer to wear your own, that is up to you. If you are planning on using a backdrop, please let Rob and/or Brandy know so that no other vendors display is blocked, covered, masked, etc. There will be a quick vendor meeting with Rob Kobus Friday, February 28<sup>th</sup> at 9 am to provide updates and information about the meeting before the Vendor Hall opens to the attendees.

Please contact us with any questions via email: Tonia Crook [ncsh.president@gmail.com](mailto:ncsh.president@gmail.com) or Rob Kobus [ncsh.vendors@gmail.com](mailto:ncsh.vendors@gmail.com) or Brandy Cristante [cristante08@gmail.com](mailto:cristante08@gmail.com)

### **Payment/Registration**

Please fill out the enclosed Exhibit Registration Form so we can reserve your space. Options for payment:

1. Pay online: Wild Apricot, our new software will track and make the process more automated. The link is on the NCSH website **OR**
2. Pay by mail send checks made payable to NCSH and the completed form to Samantha Golden.(see below for address)

We sincerely hope that we can count on you being a part of this event to make another successful educational meeting for the North Carolina Society of Histotechnology. **Thank you for your support of our continuing education programs which would not be possible without you.**

**You can register online using a Credit Card on our website through Wild Apricot or use the attached form and mail the check payable to NCSH.**

Samantha Golden, NCSH Treasurer  
1165 Old Highway 20  
Alexander, NC 28701  
Mobile: (828)301-0752  
Email: [Ncsh.treasurer@gmail.com](mailto:Ncsh.treasurer@gmail.com)



## 2025 Exhibitor Registration Form

Hosted by the North Carolina Society of Histotechnology

Vendor/Company:	
Mailing Address	
Phone #(s)	
Representative(s)	
Email(s)	
# of Tables Requested	<b>Cost</b> <input type="checkbox"/> 1 Table \$750 <input type="checkbox"/> 2 Tables \$1350 <input type="checkbox"/> 3 Tables \$2025 <input type="checkbox"/> 4 Tables \$2700 <input type="checkbox"/> Unmanned Table \$450
Special Requests	
Attending Saturdays Luncheon (2 Tickets Complimentary)	<input type="checkbox"/> Yes <input type="checkbox"/> No  # of additional tickets for Friday (\$50 per ticket):
I will sponsor or assist with a coffee break	<input type="checkbox"/> \$250 <input type="checkbox"/> \$350
I will sponsor a speaker (cost of lodging and Travel)	Name of speaker if known:
I will assist with or sponsor the.	List what you will sponsor