WELCOME!
This event would not have been possible without your support and participation! We greatly appreciate it.

EXHIBIT SET-UP
Exhibits will need to be set up in the exhibit hall by 8:30 a.m. on Friday. Set up times are: Thursday anytime from 3:00 p.m. to 7:00 p.m. or Friday from 6:00 a.m. – 8:30 a.m.

EXHIBIT HOURS
Thursday, May 14th
3:00 – 7:00pm . . . . Exhibit Setup

Friday, May 15th
6:00 – 8:30 am . . . . Exhibit Setup
9:00 am – 5:45 pm . . . . Exhibits Open
12:00 pm – 12:40 pm . . . . Lunch Break
2:55– 3:25 pm . . . . Refreshment Break
6:15 – 8:15 pm . . . . Reception

Saturday, May 16th
7:00 – 7:30 am . . . . Breakfast
9:50 – 10:10 am . . . . Refreshment Break
12:30 – 1:30 pm . . . . Exhibit Tear Down

DISMANTLING EXHIBIT
Exhibits can be taken down after the meeting adjourns at 12:30 p.m. Saturday.

You may leave boxed and labeled packages on your exhibit table. Wintergreen will call FedEx and UPS for pickup.

SECURITY
Just a reminder that security is not provided. You are responsible for your booth and its contents. We encourage you to take valuables to your guest room when you leave.

PLAY TO WIN GAME
We will drive them to your booth, now it’s your turn to tell them about your company and services. Have fun with this game!

At registration, attendees are given a “Play to Win” game card instructing them to see every exhibitor to receive a signature from each one. All you have to do is sign on your company’s name and return the card to the attendee. A sample card is enclosed. Participants will play to win a $100 gift card! The raffle will be held on Saturday after the morning break.

QUESTIONS? JUST ASK
We are here to assist you in any way possible. Please see staff at the registration desk if we can be of any assistance.

CONTACT US
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