



MARYLAND SLEEP SOCIETY

Exhibitor On-Site Information

WELCOME TO THE 15TH ANNUAL CONFERENCE

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

EXHIBIT SET-UP

Setup is on **Thursday, Nov. 6 from 7:00 PM – 9:00 PM** or **Friday, Nov. 7 from 6:00 AM – 7:00 AM**

EXHIBIT HOURS

Friday, Nov. 7

7:00 AM - 4:45 PM | Exhibits Open

7:00 – 8:00 | Registration & Breakfast

10:10 – 10:50 AM | Break

11:50 – 12:50 | Lunch

2:50 – 3:30 | Break

4:45 – 6:30 | Reception

(Exhibitors welcome!)

Saturday, Nov. 8

7:00 AM – 1:00 PM | Exhibits Open

7:00 – 8:00 AM |

Registration & Breakfast

10:20 – 10:50 AM | Break

1:00 PM | Adjourn

WELCOME RECEPTION WITH EXHIBITORS

The Welcome Reception will be held in the Memorabilia Room on Friday, Nov. 7 at 4:45 pm. 2 drink tickets will be provided

DISMANTLING EXHIBITS

Exhibits can be taken down at 11:00 am after the morning break on Saturday. Please be aware that the attendees will still be in meetings, so please break down quietly. Any outgoing packages must be taken to the front desk and a pick-up must be scheduled

SECURITY

Just a reminder that security is not provided. As defined in your contract, you are responsible for your booth and its contents. We encourage you to take valuables to your guest room when you leave.

NAME TAGS

Help us cut costs by returning your plastic name badge holders at the end of the conference.

PLAY TO WIN RAFFLE

We will drive them to your booth, now it's your turn to tell them about your company and services. At registration, attendees are given a "Play to Win" game card instructing them to see every exhibitor. All you have to do is sign next to your company's name and return the card to the attendee. Participants will play to win one of two great prizes. The raffles will be held at the end of the day on Friday and Saturday.

QUESTIONS

We are here to assist you in any way possible. Please see Charis or Susan at the registration desk if you need any assistance.

CONTACT US

Charis Deadwyler
MSS Society Manager
2821 Emerywood Parkway
Suite 200 Richmond, VA 23294
mss@ramdocs.org
804-393-3933

Thank you for your support!