



Virginia Academy of Sleep Medicine Exhibitor On-Site Newsletter

WELCOME TO THE 14th ANNUAL CONFERENCE

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

EXHIBIT SET-UP

Setup is on **Thursday, November 3** anytime from **2:00 – 4:30 PM** or **Friday, November 4** from **6:00 – 7:00 AM**.

EXHIBIT HOURS

Thursday, November 3

4:30 – 7:30 PM | Exhibits Open
6:30 – 7:30 PM | Welcome Reception (**Exhibitors invited**)

Friday, November 4

7:00 AM – 5:00 PM | Exhibits Open
7:00 – 8:00 AM | Breakfast
10:50 – 11:10 AM | Break
12:30 – 1:15 PM | Lunch
2:50 – 3:10 PM | Break
5:00 PM | Adjourn

WELCOME RECEPTION WITH EXHIBITORS

The Welcome Reception will be held with the exhibitors in the Prefunction Area on Thursday, November 3rd from 6:30 – 7:30 PM.

DISMANTLING EXHIBIT

Exhibits can be taken down after the Afternoon Networking Break ends at 3:10 PM on Friday. Please be aware that the attendees will still be in meetings, so please break down quietly.

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.

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. 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 raffle will be held on Friday after the final afternoon networking break.

QUESTIONS? JUST ASK

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

CONTACT US

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SAVE THE DATE

The **2023 Annual Conference** will be held on **November 2 & 3, 2023** at the Richmond Hilton Hotel & Spa at Short Pump in Richmond, Virginia. Hope to see you there!